



Coeur d'Alene

CITY COUNCIL MEETING

September 19, 2023

MEMBERS OF THE CITY COUNCIL:

Jim Hammond, Mayor

Council Members McEvers, English, Evans, Gookin, Miller, Wood

WELCOME
To a Regular Meeting of the
Coeur d'Alene City Council
Held in the Library Community Room at 6:00 P.M.
AGENDA

VISION STATEMENT

Our vision of Coeur d'Alene is of a beautiful, safe city that promotes a high quality of life and sound economy through excellence in government.

The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when **Item F - Public Comments** is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time.

September 19, 2023

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: None Scheduled

C. PLEDGE OF ALLEGIANCE

D. AMENDMENTS TO THE AGENDA: Any items added less than forty-eight (48) hours prior to the meeting are added by Council motion at this time. [Action Item.](#)

E. PRESENTATIONS:

1. Safe Passage

Presented by: Leslie Johnson, Director of Development & Communication

F. PUBLIC COMMENTS: (Each speaker will be allowed a maximum of 3 minutes to address the City Council on matters that relate to City government business. Please be advised that the City Council can only take official action this evening for those items listed on the agenda.)

G. ANNOUNCEMENTS:

1. City Council
2. Mayor

*****ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

H. CONSENT CALENDAR: Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilmember that one or more items be removed for later discussion.

1. Approval of Council Minutes for the September 5, 2023, Council Meeting.
2. Approval of General Services/Public Works Committee Minutes for the September 11, 2023, Meeting.
3. Approval of Bills as Submitted.
4. Approval of Financial Report.
5. Approval of **Resolution No. 23-069** -
 - a. Approval of Change Order #001 with LaRiviere, Inc., for the C-2 Sewer Line Project, in the Amount of \$95,467.25
 - b. Approval of a Contract with Thorco, Inc., for Installation of Conduit and Fiber to Atlas Waterfront Park, in the Amount of \$85,793.00

As Recommended by the General Services/Public Works Committee

I. OTHER BUSINESS:

1. **Resolution No. 23-070** – Approval of Amendments to Personnel Rule 26, Appointed Officers and Department Heads, Section 5, Benefits: Vacation Accrual and Compensation for Sick Leave, and Personnel Rule 27, FLSA Exempt Employees, Section 5, Benefits: Maximum Sick Leave Accrual and Cost of Living Increases

Staff Report by: Melissa Tosi, Human Resources Director

2. **Resolution No. 23-071** – Declaration that \$30,000.00 is the value of real property owned by the City for purposes of an exchange with Costco Wholesale Corporation and set a public hearing for October 17, 2023.

Staff Report by: Randy Adams, City Attorney

3. **Resolution No. 23-072** –Approval of the donation of an art piece entitled “Unrestrained Force” by artist Breezy Anderson to the City of Coeur d’Alene’s public art collection.

Staff Report by: Stephanie Padilla, City Accountant

J. PUBLIC HEARING:

Please sign up to testify at <https://www.cdaid.org/signinpublic/Signinformlist>

1. (*Legislative*) Fiscal Year 2022-2023 Annual Appropriations Ordinance Amendment for Fiscal Year beginning October 1, 2022, through September 30, 2023.

Staff Report by: Stephanie Padilla, City Accountant

- a. **Council Bill No. 23-1009-** Approving Fiscal Year 2022-2023 Annual Appropriations Amendment
2. (Legislative) V-23-01 – Vacation of a portion of N. 4th Street right-of-way adjoining the westerly boundary of Lots 15-16, Block 44 of the Amended Plat of Simms Addition to the City of Coeur d’Alene

Staff Report by: Dennis Grant, Engineering Project Manager

- a. **Council Bill No. 23-1010** – Approving V-23-01 - Vacation a portion of N. 4th Street right-of-way adjoining the westerly boundary of Lots 15-16, Block 44 of the Amended Plat of Simms Addition.

K RECESS to September 25, 2023, at 12:00 Noon in the Library Community Room, located at 702 E. Front Avenue for a Joint City Council and Planning Commission workshop regarding Impact Fees.

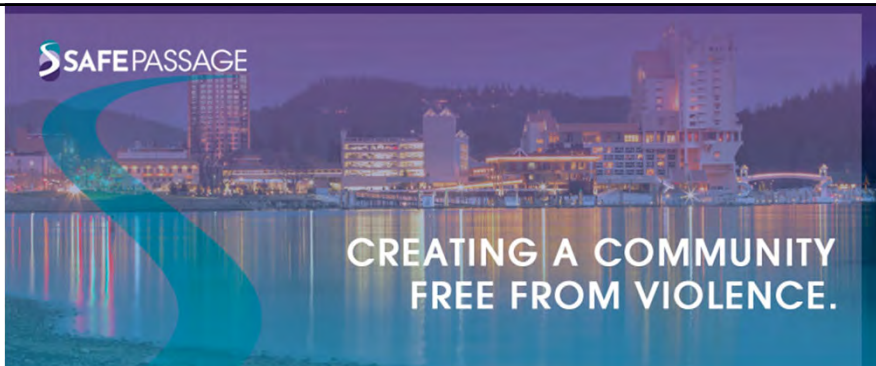
This meeting is aired live on CDA TV Spectrum Cable Channel 1301, TDS Channel 5, and on Facebook live through the City’s Facebook page.

PRESENTATIONS



Amanda Krier
Executive Director

Leslie Johnson
Director of Development
& Communications



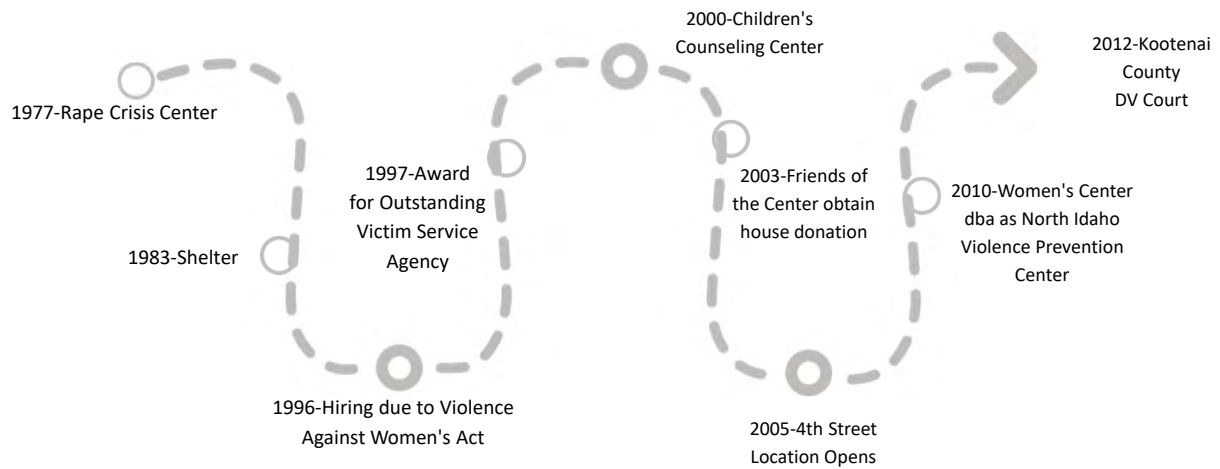
Mission

- The mission of Safe Passage is to provide safety, education, and empowerment to victims of violence and to the community.

Vision

- Creating a community free from violence.

HISTORY



Our Services

Additional information at: www.SafePassageID.org/About

EMERGENCY SHELTER & EXTENDED SHELTER

24-7-365 advocacy and shelter for those fleeing domestic violence or sexual assault and their dependents. Pets are welcome.

ADVOCACY

Safety planning, court support, connections to community resources, mobile advocacy.

HOUSING SUPPORT

Emergency confidential, safe housing, housing options, assistance with rental applications and emergency housing financial assistance

PREVENTION & OUTREACH

Student education and advocacy, jail presentations, workplace policies

Our Services continued

Additional information at: www.SafePassageID.org/About

CHILDREN'S ADVOCACY CENTER (CAC)

Child trauma informed forensic interviews supported by facility dog, Lucy, and family advocacy, referred by Law Enforcement & Idaho Department of Health & Welfare.



SUPPORTIVE SERVICES

Support groups and life skills classes.

HOSPITAL RESPONSE

24/7/365 hospital response for victims (adults and children) of sexual assault, domestic violence, stalking, or human trafficking. Support with law enforcement and Crime Victims Compensation paperwork.

RESILIENCY SERVICES

Clinical counseling for adults and adolescents (13+) – including equine therapy.



Empowerment to Prevent

Additional information at: www.SafePassageID.org/About

Presentations to students on dating violence, healthy relationships, consent, and digital safety.

Green Dot bystander intervention training for schools and the community.

Onsite campus advocacy available at NIC or local high schools.

Help with support groups at alternative high schools and community organizations.


Jail presentations and advocacy response.

Education & training for community members, agencies, institutions, and churches.

Outreach to private workplaces on sexual harassment prevention and response.

Assist with workplace policies and procedures for sexual assault and domestic violence.





By standing hand in hand with the community and survivors we pave the way to a brighter, violence free future through education, empowerment, and safety.



Amanda Krier
Executive Director

Leslie Johnson
Director of Development & Communications

CONSENT CALENDAR

MINUTES OF A REGULAR MEETING OF THE CITY
COUNCIL OF THE CITY OF COEUR D’ALENE, IDAHO,
HELD AT THE LIBRARY COMMUNITY ROOM

September 5, 2023

The Mayor and Council of the City of Coeur d’Alene met in a regular session of said Council at the Coeur d’Alene City Library Community Room on September 5, 2023, at 6:00 p.m., there being present the following members:

James Hammond, Mayor

Dan Gookin)	Members of Council Present
Dan English)	
Woody McEvers)	
Amy Evans)	
Christie Wood)	
Kiki Miller)	Member of Council Absent

CALL TO ORDER: Mayor Hammond called the meeting to order.

PLEDGE OF ALLEGIANCE: Councilmember Wood led the pledge of allegiance.

PRESENTATIONS:

PROCLAMATION – PROCLAIMING SEPTEMBER AS NATIONAL RECOVERY MONTH: Mayor Hammond read the proclamation and proclaimed September 2023 as “National Recovery Month” within the City of Coeur d’Alene. The proclamation was accepted by Derek Rice on behalf of Kootenai Recovery Center. Mr. Rice thanked the Mayor and Council for the proclamation, and noted there were few treatment facilities in or near the City of Coeur d’Alene. Mayor Hammond mentioned the North Idaho Crisis Center provided help to those in need.

PROCLAMATION – PROCLAIMING SEPTEMBER 3-9 AS NATIONAL SERVICE DOG WEEK: Mayor Hammond read the proclamation and proclaimed the week of September 3-9 as “National Service Dog Week” within the City of Coeur d’Alene. He noted that service dogs served a very special purpose in the community. Kara Carleton of Canine Companions accepted the proclamation, thanked the Mayor and Council for the recognition, and said Canine Companions had been the main service dog training program since 1975. She said they had placed over 3,000 service dogs to those in need and it was done free of charge. She said they were currently recruiting puppy trainers.

PUBLIC COMMENTS:

E. Roy Jepsen, Coeur d'Alene, said the additional property taxes which were proposed in the budget made it difficult for those on a fixed income and would like the City to instead initiate an overall sales tax to fund the City's budget needs.

Janice Dailey, Coeur d'Alene, said she was concerned with car exhaust and noise which could be heard at her downtown Coeur d'Alene home. She requested laws be enacted to reduce the traffic noise similar to codes Boise recently adopted

Justin O'Connell, Coeur d'Alene, made comments on various issues.

Diana Sheridan, Coeur d'Alene, thanked the Council for reordering public comment on the agenda to before the Consent Calendar and requested the discontinuance of using the City's Fund Balance to balance the annual budget.

ANNOUNCEMENTS: Councilmember Gookin said there was a water conservation guide available on the City's website, or one may be picked up at City Hall. He asked the City's Water Department to develop a xeriscape guide as well. Mayor Hammond said there were openings available for student representatives on various city boards/committees/commissions and applications were available on the City's website at www.cdavid.org/volunteer.

CONSENT CALENDAR:

1. Approval of Council Minutes for the August 15, and August 21, 2023, Council Meetings.
2. Setting of General Services/Public Works meeting for September 11, 2023.
3. Approval of Bills as Submitted.
4. Approval of SS-23-05c – Fourteenth Street CDA Condominiums, Final Plat
5. Setting of Public Hearing for September 19, 2023: V-23-01: Vacation of a Portion of 4th Street Right-of-way Adjoining the Westerly Boundary of Lots 15 & 16, Block 4, Amended Plat of Simms Addition to the City of Coeur d'Alene
6. Setting of Public Hearing for October 3, 2023: Appeal Hearing: Appeal of the Denial of a 2.3-acre PUD Known as "Kaufman Estates PUD" and a Proposed 18-lot Preliminary Plat Known as "Kaufman Estates," Appeal by Todd Kaufman

MOTION: Motion by McEvers, seconded by Evans, to approve the Consent Calendar as presented.

ROLL CALL: Wood Aye; Evans Aye; McEvers Aye; Gookin Aye; English Aye. **Motion carried.**

RESOLUTION NO. 23-068

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING FIVE (5) ART DISPLAY AGREEMENTS, EACH FOR A TERM OF ONE-YEAR WITH THE OPTION TO EXTEND FOR AN ADDITIONAL ONE YEAR, FOR THE DISPLAY OF NEW ART PIECES IN THE CITY AS RECOMMENDED BY THE CITY ARTS COMMISSION PURSUANT TO THE 2023 ARTCURRENTS PROGRAM.

STAFF REPORT: City Accountant Stephanie Padilla said the City of Coeur d'Alene's Public Art Program Policy designates the Coeur d'Alene Arts Commission (Commission) as the standing committee charged by the City Council to oversee the Public Art program. She said the oversight responsibilities of the Commission included selection of art for the ArtCurrents program which was art on display for public viewing around the City. The Commission established an ArtCurrents subcommittee in 2023, and a "Call to Artists" was published through CaFÉ which was open to artists residing in the states of Idaho, Montana, Utah, Wyoming, Washington, Oregon, and the Canadian Province of British Columbia. The criteria required that the submitted art piece be a minimum of 36" high, the artist provide a photo of the front and back of the art piece, and that the application include a brief explanation of, and inspiration for the piece. The call closed on July 3, 2023, and a total of twelve (12) art pieces from eight (8) artists were submitted. The ArtCurrents subcommittee selected five (5) pieces. Two (2) of the art pieces, which are entitled "Pinecone" and "Dragonfly," have a relatively low purchase price and the artist agreed that if the artwork is not sold to a third-party by the end of the display period, the artist will transfer ownership of the artwork to the City without additional consideration. The newly selected ArtCurrents pieces will be displayed for a two-year period beginning in October 2023, and concluding in September 2025. The artists will receive \$1,000.00 per art piece for each year the art is on display. She said funding for the ArtCurrents program comes from ignite cda, and the total budget for the ArtCurrents program was \$20,000, over a two--fiscal-year period (\$10,000 for each fiscal year). She requested Council authorize entering into five (5) art display agreements for the five (5) art pieces as recommended by the Arts Commission.

DISCUSSION: Councilmember Gookin asked if funding originated from ignite cda and could the funding be moved to the City's General Fund, with Ms. Padilla responding ignite cda provided funding and the Arts Commission budget had funds remaining in the Lake District account. Mr. Adams said there were limitations on how the funds could be spent once dedicated to Art Funds. Councilmember Gookin mentioned performing arts programming should be supported too.

MOTION: Motion by Evans, seconded by English, to approve **Resolution No. 23-068** - Approving of Selected Art Pieces for the 2023 ArtCurrents Program.

ROLL CALL: Evans Aye; McEvers Aye; Gookin Aye; English Aye; Wood Aye. **Motion carried.**

LEGISLATIVE PUBLIC HEARING – ANNUAL APPROPRIATIONS FOR FISCAL YEAR 2023-2024

STAFF REPORT: City Administrator Troy Tymesen said the Financial Plan required a 3% increase in budgeted funds. He requested Council approve Council Bill No 23-1008, the Annual Appropriation for the fiscal year beginning October 1, 2023, in the amount of \$130,510,617. He said Idaho Code required the City Council to approve an appropriations ordinance each year. He noted the purpose of the ordinance was to establish a ceiling for expenditures and disclose the potential property tax revenue necessary to balance the budget. Mr. Tymesen said the Financial Plan, or budget, was the guide and detailed report for establishing the numbers and explained the financial plan was an estimate of revenues and expenditures for the upcoming year, expenditures were classified by department as well as by fund or service, and revenues were classified by source. He noted that included in the budget document, as per Idaho Code 50-1002, were actual revenues and expenditures from the prior two (2) fiscal years, budgeted revenues and expenditures for the current fiscal year, and proposed revenues and expenditures for the upcoming fiscal year. Revenue included new growth from property taxes in the amount of \$224,239, and a 3% increase to the property taxes received by the City in fiscal year 2022-23 in the amount of \$767,514. The increase of \$767,514 would be spread across the entire valuation of the City which was currently estimated at \$11,848,573,744. He mentioned that most homeowners would see a decrease in taxes paid to the City due to slight decreases in property valuations, and commercial properties would see an increase due to the large increases in taxable valuations for commercial properties. He noted there was a 76% increase in residential valuations last year and 300% over the past 9 years. He said over the years, Council had done their best to not take the 3%, yet due to the levy rate dropping to \$2.11 per \$1,000 of valuation in year 2023, it was a necessity. He noted the levy rate in 2014 equaled \$6.33 per \$1,000 of valuation. He said new growth was no longer paying for itself as \$120 million valuation of new growth now equaled \$224,000 to the City. He said due to the valuations growing so fast and levy rates dropping so low during the same period, it had created a perfect storm. He mentioned that 85% of the City budget was in personnel and only two (2) public safety positions were being added which were being paid for by Kootenai County Emergency Medical Services System (KCEMSS). Mr. Tymesen further explained that the State Legislature had made changes to how levy rates were calculated and that only 90% of new growth values could be levied. He noted the City had expected to receive much more revenue from the Urban Renewal Lake District closure, yet lowered levy rates contributed to the bulk of the funds being returned to the tax payers. He said Fund Balance was being used to balance the budget, which was a concern, and cost of living increases (COLAs) had contributed to Fund Balance use. He said a revenue increase was critical in order to fund ongoing operations. He explained that the City had \$120 million of new growth which generated only \$220,000 in revenue to the City. He said the Financial Plan was solid and contained no contingency. He mentioned the Police Department was the largest City department, historically had staff turnover on a regular basis, and that had contributed to the City not having to use as much of Fund Balance as projected in prior years.

Mayor Hammond opened the public testimony portion of the hearing.

Justin O'Connell, City of Coeur d'Alene, said the City's recorded workshops were no longer available on YouTube. He said the previous lockdown had not been good for the public or commerce and was supportive of staff COLAs and the one-time bonus.

Susan Snedaker, Coeur d'Alene, said she had reviewed the City's budget for the previous 23 years. She said there were impact fee account inconsistencies in years 2021-2023. She said the Jobs Plus presentation at a previous Council meeting did not include implemental wages in their report and that non-profits had a responsibility to appear before Council and explain what funding would be used for. She asked what the Employee Assistance Program was, and where the Arts Maintenance funding came from as there was no source indicated in the preliminary budget documents. She requested the sunset of the Arts Funds. She also had concerns with the Downtown Association agreement approved by Council in May 2023.

Mayor Hammond closed the public testimony portion of the hearing.

DISCUSSION: Councilmember Gookin said he had reminded the Council when they accepted the American Rescue Plan Act (ARPA) funds that it would lead to inflation. He agreed the City's employees earned the COLAs and that they did a phenomenal job. He stated there were items in the preliminary budget which could be cut. Councilmember English explained the Employee Assistance Program (EAP) was a common low-cost benefit which provided counseling and/or support for employees and their families. Councilmember McEvers said he had calculated his taxes and divided the levies by the number of days in the year and it equaled \$3.09 a day for all the services the City provided such as police, fire, streets, parks, sewer, leaf pickup, and water. He felt the community received a lot of services for the small amount and was in support of the Annual Appropriation for Fiscal Year 2023-24. Councilmember Wood said Council had been diligent in not taking the 3% property tax and it wasn't something they wished to do. She said if cuts were to be made, it would be to personnel, and she did not wish to see Police Department positions go unfilled as they had reduced crime by over 60%. She said if not taking the 3% led to cutting positions, she was not in support of that option. Councilmember Evans mentioned it had been the most difficult budget season, with a lack of options, of her time on Council. She thanked Mr. Tymesen and Comptroller Vonnie Jensen along with their staff for their efforts in preparing and bringing the budget forward. Councilmember Gookin said he had reviewed the budget and felt it was the Council's most important job. He said there were items which could be cut such as the support to non-profit organizations, reducing the EAP expenses, and removing the Public Art Fund. Mr. Tymesen said the Public Art Fund was a dedicated fund with no General Fund contributions and received its funding from ignite cda and from above ground City improvement projects. Councilmember Gookin noted the transfer from the Sanitation Budget to the General Fund for street wear could be higher. Mayor Hammond noted costs had increased dramatically, yet equipment purchases were warranted in order to keep the City maintained and the employees safe.

COUNCIL BILL NO. 23-1008

AN ORDINANCE ENTITLED "THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023" APPROPRIATING THE SUM OF \$130,510,617 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF COEUR D'ALENE FOR SAID YEAR; LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN SAID CITY FOR GENERAL REVENUE PURPOSES FOR WHICH SUCH APPROPRIATION IS MADE; LEVYING SPECIAL TAXES UPON THE TAXABLE PROPERTY WITH SAID CITY FOR SPECIAL REVENUE PURPOSES WITHIN THE LIMITS OF SAID CITY OF COEUR D'ALENE, IDAHO; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED, by the Mayor and City Council of the City of Coeur d'Alene, Kootenai County, Idaho:

Section 1

That the sum of \$130,510,617 be and the same is hereby appropriated to defray the necessary expenses and liabilities of the City of Coeur d'Alene, Kootenai County, Idaho, for the fiscal year beginning October 1, 2023.

Section 2

That the objects and purposes for which such appropriations are made are as follows:

GENERAL FUND EXPENDITURES:

Mayor and Council	\$276,433
Administration	243,758
Finance Department	1,561,709
Municipal Services	2,594,685
Human Resources	499,205
Legal Department	1,380,913
Planning Department	809,813
Building Maintenance	701,812
Police Department	21,930,655
Fire Department	13,587,337
General Government	2,019,067
Streets / Engineering	7,241,065
Parks Department	3,012,992
Recreation Department	829,325
Building Inspection	1,146,742
TOTAL GENERAL FUND EXPENDITURES:	<u>\$57,835,511</u>

SPECIAL REVENUE FUND EXPENDITURES:

Library Fund	\$2,058,968
Community Development Block Grant	389,963
Impact Fee Fund	63,000
Parks Capital Improvements	710,060
Annexation Fee Fund	520,000
Cemetery Fund	365,309
Cemetery Perpetual Care Fund	4,500
Jewett House	28,615
Reforestation/Street Trees/Community Canopy	120,000
Public Art Funds	239,500
TOTAL SPECIAL FUNDS:	<u>\$4,499,915</u>

ENTERPRISE FUND EXPENDITURES:

Street Lighting Fund	\$760,200
Water Fund	14,471,783
Wastewater Fund	27,832,627
Water Cap Fee Fund	3,000,000
WWTP Cap Fees Fund	3,499,100
Sanitation Fund	5,315,582
City Parking Fund	1,778,929
Drainage Fund	2,594,890
TOTAL ENTERPRISE EXPENDITURES:	<u>\$59,253,111</u>

FIDUCIARY FUNDS:	\$3,447,200
STREET CAPITAL PROJECTS FUNDS:	4,598,573
DEBT SERVICE FUNDS:	<u>876,307</u>
GRAND TOTAL OF ALL EXPENDITURES:	<u><u>\$130,510,617</u></u>

Section 3

That a General Levy of \$24,610,135 on all taxable property within the City of Coeur 'Alene be and the same is hereby levied for general revenue purposes for the fiscal year commencing October 1, 2023.

Section 4

That a Special Levy upon all taxable property within the limits of the City of Coeur d'Alene in the amount of \$2,841,741 is hereby levied for special revenue purposes for the fiscal year commencing October 1, 2023.

Section 5

The provisions of this ordinance are severable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid or unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this ordinance or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this ordinance would have been adopted if such illegal, invalid or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and if such person or circumstance to which the ordinance or part thereof is held inapplicable had been specifically exempt there from.

Section 6

This ordinance shall take effect and be in full force upon its passage, approval and publication in one (1) issue of the Coeur d'Alene Press, a newspaper of general circulation published within the City of Coeur d'Alene and the official newspaper thereof.

MOTION: Motion by Evans, seconded by McEvers, to dispense with the rule and read **Council Bill No. 23-1008** once by title only.

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Wood Aye; Evans Aye. **Motion carried.**

DISCUSSION: Councilmember Gookin said the problem was with property assessments. He said property tax relief, which had been passed by the State Legislature, had limited the City to taking only 90% of new growth and it was a burden on the remaining property owners to make up the remaining 10%. He noted this was caused by Legislature and had unintended consequences. He said Council would remain diligent and continue to work on the budget; however, he would not vote in favor of the budget. Councilmember Wood said the local option tax was not an option in Idaho and the State Legislative Committee should focus on creating one. Mayor Hammond noted he had previously said the budget was not sustainable long-term, and moving forward the three (3) employee groups, City Administration, and interested parties in the community would need to work together on possible solutions.

MOTION: Motion by Evans, seconded by McEvers, to adopt **Council Bill 23-1008**.

ROLL CALL: McEvers Aye; Gookin No; English Aye; Wood Aye; Evans Aye. **Motion carried.**

ADJOURN: Motion by McEvers, seconded by Gookin, that there being no further business the meeting be adjourned. **Motion carried.**

The meeting adjourned at 7:25 p.m.

ATTEST:

James Hammond, Mayor

Sherrie L. Badertscher
Executive Assistant

DRAFT

September 11, 2023
GENERAL SERVICES/PUBLIC WORKS COMMITTEE
MINUTES
12:00 p.m., Library Community Room

COMMITTEE MEMBERS

Council Member Amy Evans, Chairperson
 Council Member Christie Wood
 Council Member Dan English

STAFF

Juanita Knight, Senior Legal Assistant
 Larry Parsons, Utility Project Manager, Wastewater Dept.
 Melissa Tosi, Director, Human Resources
 Todd Feusier, Superintendent, Streets & Eng. Dept.
 Renata McLeod, Director, Municipal Services Dept.
 Randy Adams, City Attorney
 Troy Tymesen, City Administrator
 Shawn Phelps, I.T. Database App Developer, M.S.

Item 1. Approval of Change Order No. 001 with LaRiviere, Inc. for the C-2 Sewer Line Project, in the amount of \$95,467.25
(Consent)

Larry Parsons, Utility Project Manager for the Wastewater Department, requests the Council approve Change Order #001 for the C-2 Sewer Line Project, with Lariviere Inc., in the amount of \$95,467.25. Mr. Parsons explained in his staff report that construction started on July 10, 2023, and is currently progressing on the first of 4 phases. Despite the efforts of the contractor to save the existing stormwater line in Mullan Ave., some portions of the storm line could not be retained. New pipe and catch basins will be installed to reconnect storm water system. The project was approved by Council for the current fiscal year. The financial breakdown for the project is as follows.

Total Project Budgeted Amount:	\$ 1,600,000.00
Contractor (LaRiviere, Inc.) Awarded Bid	\$ 1,088,674.50
Change Order #001	\$ 95,467.25
Total Contract Amount:	\$ 1,184,141.75
Amount Left in Budget	\$415,858.25

Mr. Parsons said the contracted project amount will still be well below the project budget amount of \$1.6 million dollars. The Change Order, for additional storm water work items that were encountered during construction of the C-2 Sewer Line Project, will cause no significant delay and will repair some outdated storm water facilities.

Councilmember Wood asked Mr. Parsons what the consequences are if Council does not approve the Change Order.

Mr. Parsons said the consequences are unknown to him but the stormwater had to be put back together. He said the replacement improved the system as the system was very dated old concrete pipe and brick catch basins. Now, they are all pre-formed pre-fabricated PVC pipe. Replacing the system now will keep the City from having to go back and dig up the road again if the old system has a failure.

MOTION: by English, seconded by Wood, to recommend that Council approve Change Order No. 001 with LaRiviere, Inc., for the C-2 Sewer Line Project, in the amount of \$95,467.24. Motion Carried.

Item 2. Approval of amendments to Personnel Rule 26, Appointed Officers and Department Heads, Section 5, Benefits: Vacation Accrual and Compensation for Sick Leave, and Personnel Rule 27, FLSA Exempt Employees, Section 5, Benefits: Maximum Sick Leave Accrual and Cost of Living Increases.

(Agenda)

Melissa Tosi, Director for the Human Resources Department, requests the Council approve amendments for Rule 26 – Appointed Officers and Department Heads, and Rule 27 – FLSA Exempt Employees. Mrs. Tosi explained in her staff report that in 2004, the vacation accruals for Department Heads were established in a new personnel rule specific to Department Heads. The vacation accruals were extended over fifteen years before the employee would reach the maximum of twenty hours per month. Over the years through collective bargaining with the other employee groups, the City’s negotiation team attempted to extend the other groups’ vacation accruals from reaching the current maximum of ten years to the same fifteen-year accrual, but has not been successful. As vacation accruals are a key recruiting tool, and for equity with other employees, this proposal is to match Department Head accruals with the rest of the City’s forty-hour employees. Another change is for both Department Heads and FLSA exempt employees, the benefit for their Sick Leave Option 1/sick leave repurchase will remain the same. However, instead of receiving a taxed check for the benefit, the payment will be distributed directly into their HRA VEBA account. Currently Lake City Employee’s Association (LCEA) also has their sick leave repurchase contributions placed into their HRA VEBA account. The Department Heads were unanimous with preferring the HRA VEBA payment method. Of the rest of the FLSA exempt employees, 87% preferred the HRA VEBA contribution versus 13% preferred keeping the taxed check option. Lastly, for both Department Heads and FLSA exempt employees, the proposed change to the cost-of-living increase will be based on the budget process and what is approved by Council instead of listing an actual percentage that may require a change to the Rules on an annual basis. Generally, Council’s policy has been to approve the same cost-of-living increase to exempt employees as what is negotiated with LCEA in order to keep the overall general employee pay schedule whole (pay grades 1-22). Additionally, since we are now on a bi-weekly pay schedule, cost-of-living increases will occur at the beginning of the pay period that includes October 1st. Mrs. Tosi said the proposed amendments to the Personnel Rules have been discussed by the Executive Team and posted for all employees to review. There are no changes to costs associated with the Personnel Rule amendments. However, paying the sick leave repurchase into the employees’ HRA VEBA will actually save the City Social Security and Medicare taxes.

Councilmember Wood asked about the pending salary structure study for Administration. Mrs. Tosi said it is with Ameriben and they are waiting on a quote for the cost of the study.

Councilmember Wood questioned if all the employee groups are taking the option to have Sick Leave deposited into their HRA VEBA account. Mrs. Tosi said the only group that has agreed to that option is the Lake City Employees Association. She said the IRS regulates the HRA VEBA criteria in which the majority of the group has

to agree to it or none of the group. The other groups have discussed the option through their negotiations but an overall agreement has not been reached. The Department Heads had a 100% agreement to the option and LCEA/Exempt Employees had an 87% agreement.

MOTION: by Wood, seconded by English, to recommend that Council approve amendments to Personnel Rule 26, Appointed Officers and Department Heads, Section 5, Benefits: Vacation Accrual and Compensation for Sick Leave, and Personnel Rule 27, FLSA Exempt Employees, Section 5, Benefits: Maximum Sick Leave Accrual and Cost of Living Increases. Motion Carried.

Item 3. Approval of a contract with Thorco, Inc., for installation of conduit and fiber to Atlas Waterfront Park, in the amount of \$85,793.00.

(Consent)

Renata McLeod, Municipal Services Director, requests the Council approve an agreement with Thorco, Inc., for installation of conduit and fiber to Atlas Park, connecting to existing fiber located at Northwest Boulevard and Seltice, in the amount of \$85,793.00. Mrs. McLeod explained in her staff report that City staff has been working on solutions to provide fiber to Atlas Park over the past few years. In 2021, the Water Department agreed it would include the conduit and fiber installation with the Seltice Way project it awarded to LaRiviere, Inc., through the competitive bid process. LaRiviere hired Thorco as its subcontract for this segment of the overall project. However, on June 20, 2023, the Water Department sought Council approval to terminate, for convenience, the Contract with LaRiviere prior to the completion of the project. The conduit/fiber project was a section of the Contract that was not completed. The Water Department abbreviated their project scope in order to complete a much-needed water line, for summer water demands, and did not include the installation of the conduit and fiber. In the meantime, staff has been in discussions with Thorco, Inc., (“Thorco”) and the Water Department to determine the best placement for the conduit and have come to the conclusion that a separate project directly through Thorco would be the most reasonable and timely solution. Thorco had already planned the project and outlined their costs, and can give the City a reasonable price to deal direct rather than as a subcontractor. Legal review indicates that awarding this contract to Thorco complies with the bid requirements because it was part of the earlier awarded bid, and any changes reducing the scope of the project can be handled by change order. If the City can move forward quickly with contract approval, Thorco can start the project mid-September and complete it by the end of October. This project is a joint project between several departments to ensure that placement of the line is protected and works for the future connection to water services, and potentially future parks in the northern part of the city. The City will need to hire an additional splicing company to complete connection at the end point in Atlas Park and the connection to the Northwest Boulevard existing fiber in order to connect directly into the City network. The project funding is provided through ignite, and the Streets and Water Departments, with a total budget amount of \$111,840.00. The budgeted amount should be enough to cover the costs for the conduit, fiber, and splicing, noting again that the splicing will be done through a separate contract.

Source	Available Funding
Ignite funding	31,840.00
Streets - Signal	20,000.00
Water	60,000.00
Total:	111,840.00

Todd Feusier, Superintendent, Streets & Engineering Department, came forward to further explain how the conduit will be laid in the ground.

MOTION: by English, seconded by Wood, to recommend that Council approve a contract with Thorco, Inc., for installation of conduit and fiber to Atlas Waterfront Park, in the amount of \$85,793.00. Motion Carried.

Recording of the meeting can be found at: <https://www.youtube.com/live/pYtZreeabg8?si=ndfj3OXVr2PwuRsa>

The meeting adjourned at 12:31 p.m.

Respectfully submitted,
Juanita Knight
Senior Legal Assistant
Recording Secretary

RECEIVED

SEP 18 2023

CITY CLERK

City of Coeur d Alene
Cash and Investments
8/31/2023

Description	City's Balance
U.S. Bank	
Checking Account	4,212,959
Checking Account	90,540
Checking Account	77,224
Investment Account - Police Retirement	370,434
Investment Account - Cemetery Perpetual Care Fund	1,087,401
Idaho Central Credit Union	
Certificate of Deposit	1,013,882
Idaho State Investment Pool	
State Investment Pool Account	46,268,797
Spokane Teacher's Credit Union	
Certificate of Deposit	4,562,404
Numerica Credit Union	
Certificate of Deposit	9,552,097
Money Market	15,249,680
Cash on Hand	
Treasurer's Change Fund	1,350
Total	82,486,768

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE
ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Vonnie Jensen

Vonnie Jensen, Comptroller, City of Coeur d'Alene, Idaho

RECEIVED

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 ELEVEN MONTHS ENDED
 August 31, 2023

SEP 13 2023



CITY CLERK

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2023	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$249,035	\$218,354	88%
	Services/Supplies	10,128	7,421	73%
Administration	Personnel Services	317,916	207,881	65%
	Services/Supplies	2,570	1,704	66%
Finance	Personnel Services	765,897	689,355	90%
	Services/Supplies	632,500	600,420	95%
Municipal Services	Personnel Services	1,469,170	1,172,782	80%
	Services/Supplies	1,531,715	1,118,788	73%
	Capital Outlay			
Human Resources	Personnel Services	366,503	304,549	83%
	Services/Supplies	85,918	72,703	85%
Legal	Personnel Services	1,225,988	1,080,452	88%
	Services/Supplies	135,450	41,563	31%
Planning	Personnel Services	697,216	600,521	86%
	Services/Supplies	62,050	39,949	64%
	Capital Outlay			
Building Maintenance	Personnel Services	320,137	283,251	88%
	Services/Supplies	284,500	248,242	87%
	Capital Outlay	90,000	32,388	36%
Police	Personnel Services	16,880,007	14,450,148	86%
	Services/Supplies	1,867,520	1,395,037	75%
	Capital Outlay	3,280,000	1,896,762	58%
Fire	Personnel Services	11,465,359	10,949,057	95%
	Services/Supplies	873,192	688,790	79%
	Capital Outlay	986,610	785,009	80%
General Government	Services/Supplies	626,300	1,963,650	314%
	Capital Outlay			
Police Grants	Personnel Services	84,594	73,790	87%
	Services/Supplies		5,012	
	Capital Outlay		33,980	
CdA Drug Task Force	Services/Supplies		6,856	
	Capital Outlay			
Streets	Personnel Services	3,534,437	2,884,172	82%
	Services/Supplies	2,872,401	1,677,986	58%
	Capital Outlay	1,452,000	641,786	44%
Parks	Personnel Services	2,112,826	1,704,166	81%
	Services/Supplies	734,550	640,600	87%
	Capital Outlay	194,000	175,505	90%

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 ELEVEN MONTHS ENDED
 August 31, 2023

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2023	PERCENT EXPENDED
Recreation	Personnel Services	599,865	552,409	92%
	Services/Supplies	180,350	124,576	69%
	Capital Outlay	35,000	35,000	100%
Building Inspection	Personnel Services	1,019,158	898,504	88%
	Services/Supplies	42,078	35,013	83%
	Capital Outlay	62,000	60,742	98%
Total General Fund		<u>57,148,940</u>	<u>48,398,873</u>	<u>85%</u>
Library	Personnel Services	1,528,445	1,284,841	84%
	Services/Supplies	230,000	177,788	77%
	Capital Outlay	190,000	145,171	76%
CDBG	Personnel Services	79,894	70,602	88%
	Services/Supplies	700,349	271,466	39%
Cemetery	Personnel Services	224,911	185,939	83%
	Services/Supplies	138,800	106,128	76%
	Capital Outlay		1,650	
Impact Fees	Services/Supplies	554,446	466,447	84%
Annexation Fees	Services/Supplies	355,000	355,000	100%
Parks Capital Improvements	Capital Outlay	463,614	319,392	69%
Cemetery Perpetual Care	Services/Supplies	86,000	77,367	90%
Jewett House	Services/Supplies	139,700	49,193	35%
Reforestation	Services/Supplies	6,500	3,383	52%
Street Trees	Services/Supplies	112,000	45,501	41%
Community Canopy	Services/Supplies	1,500	403	27%
Public Art Fund	Services/Supplies	468,500	131,714	28%
		<u>5,279,659</u>	<u>3,691,988</u>	<u>70%</u>
Debt Service Fund		<u>880,083</u>	<u>880,082</u>	<u>100%</u>

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
ELEVEN MONTHS ENDED
August 31, 2023

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2023	PERCENT EXPENDED
LaCrosse Ave / NW Blvd	Capital Outlay		71,045	
Wilbur / Ramsey Signal	Capital Outlay	400,000		
Traffic Calming	Capital Outlay	65,064	(209)	0%
Kathleen Avenue Widening	Capital Outlay		14,265	
Ramsey Road Rehabilitation	Capital Outlay	588,000	1,355,947	231%
15th Street	Capital Outlay	49,900	49,813	100%
LHTAC Pedestrian Safety	Capital Outlay	605,000	100,917	17%
Atlas Waterfront Project	Capital Outlay			
Govt Way - Hanley to Prairie	Capital Outlay		217,908	
		<u>1,707,964</u>	<u>1,809,685</u>	<u>106%</u>
Street Lights	Services/Supplies	760,130	564,239	74%
Water	Personnel Services	2,777,800	2,179,544	78%
	Services/Supplies	5,399,475	1,886,364	35%
	Capital Outlay	6,149,400	2,375,554	39%
Water Capitalization Fees	Services/Supplies	3,850,000		
Wastewater	Personnel Services	3,216,082	2,628,378	82%
	Services/Supplies	8,477,348	2,798,805	33%
	Capital Outlay	8,532,000	2,602,253	30%
	Debt Service	3,513,441	3,513,441	100%
WW Capitalization	Services/Supplies	2,777,660		
WW Property Management	Services/Supplies		30,000	
Sanitation	Services/Supplies	5,520,365	4,353,330	79%
Public Parking	Services/Supplies	1,864,965	740,929	40%
	Capital Outlay			
Drainage	Personnel Services	243,712	214,735	88%
	Services/Supplies	1,046,146	402,170	38%
	Capital Outlay	1,215,000	641,696	53%
Total Enterprise Funds		<u>55,343,524</u>	<u>24,931,436</u>	<u>45%</u>
Kootenai County Solid Waste		3,110,000	2,568,521	83%
Police Retirement		196,454	127,188	65%
Business Improvement District		176,000	1,000	1%
Homeless Trust Fund		10,000	6,484	65%
Total Fiduciary Funds		<u>3,492,454</u>	<u>2,703,192</u>	<u>77%</u>
TOTALS:		<u>\$123,852,624</u>	<u>\$82,415,255</u>	<u>67%</u>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS, ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Vonnie Jensen

Vonnie Jensen, Comptroller, City of Coeur d'Alene, Idaho

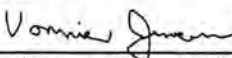
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SEP 13 2023

CITY OF COEUR D'ALENE
Treasurer's Report of Cash and Investment Transactions

CITY CLERK

FUND	BALANCE 7/31/2023	RECEIPTS	DISBURSE- MENTS	BALANCE 8/31/2023
<u>General-Designated</u>	\$4,026,124	\$4,289	\$60,641	\$3,969,772
<u>General-Undesignated</u>	16,497,749	43,934,410	45,210,032	15,222,127
<u>Special Revenue:</u>				
Library	517,771	13,225	153,087	377,909
CDBG	(139,536)	175,306	48,563	(12,793)
Cemetery	218,830	21,842	30,074	210,598
Parks Capital Improvements	2,060,199	32,662	58,170	2,034,691
Impact Fees	5,966,997	46,998	-	6,013,996
Annexation Fees	1,059,317	4,728	-	1,064,045
American Recovery Plan	8,404,589	-	-	8,404,589
Cemetery P/C	1,093,279	4,950	5,176	1,093,053
Jewett House	163,724	11,916	3,671	171,969
Reforestation	22,631	101	290	22,442
Street Trees	151,862	1,878	433	153,306
Community Canopy	2,415	11	-	2,426
Public Art Fund	65,320	292	2,500	63,111
Public Art Fund - ignite	434,759	1,940	-	436,699
Public Art Fund - Maintenance	127,055	567	19	127,603
<u>Debt Service:</u>				
2015 G.O. Bonds	973,831	7,824	854,156	127,500
<u>Capital Projects:</u>				
Street Projects	1,294,465	1,010,777	1,356,662	948,579
<u>Enterprise:</u>				
Street Lights	131,420	64,167	61,744	133,843
Water	2,207,711	1,220,281	723,801	2,704,191
Water Capitalization Fees	6,103,779	89,115	-	6,192,893
Wastewater	19,245,916	9,079,469	11,401,554	16,923,831
Wastewater - Equip Reserve	1,269,562			1,269,562
Wastewater - Capital Reserve	4,500,000			4,500,000
WWTP Capitalization Fees	4,439,159	95,752	-	4,534,911
WW Property Mgmt	59,973	-	-	59,973
Sanitation	1,367,891	634,757	602,704	1,399,944
Public Parking	881,655	116,542	13,315	984,883
Drainage	1,204,838	98,379	82,331	1,220,887
Wastewater Debt Service	666,682	2,664,696	2,339,300	992,078
<u>Fiduciary Funds:</u>				
Kootenai County Solid Waste Billing	262,772	287,566	262,772	287,567
Police Retirement	459,362	11,985	21,709	449,638
Sales Tax	1,992	3,742	1,992	3,742
BID	391,589	6,048	1,000	396,636
Homeless Trust Fund	585	569	587	567
GRAND TOTAL	\$86,136,267	\$59,646,782	\$63,296,281	\$82,486,768

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



Vonnies Jensen, Comptroller, City of Coeur d'Alene, Idaho

RESOLUTION NO. 23-069

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE FOLLOWING: CHANGE ORDER #001 WITH LARIVIERE, INC., FOR THE C-2 SEWER LINE PROJECT IN THE AMOUNT OF \$95,467.25; AND CONTRACT WITH THORCO, INC., FOR INSTALLATION OF CONDUIT AND FIBER TO ATLAS WATERFRONT PARK IN THE AMOUNT OF \$85,793.00.

WHEREAS, it has been recommended that the City of Coeur d'Alene enter into the agreements listed below, pursuant to the terms and conditions set forth in the agreements attached hereto as Exhibits "A" and "B" and by reference made a part hereof as summarized as follows:

- A) Change Order #001 with Lariviere, Inc., for the C-2 Sewer Line Project in the amount of \$95,467.25;
- B) Contract with Thorco, Inc., for installation of conduit and fiber to Atlas Waterfront Park in the amount of \$85,793.00;

AND

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to enter into such agreements or other actions.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City enter into agreements as set forth in substantially the form attached hereto as Exhibits "A" and "B" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreements so long as the substantive provisions of the agreements remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such agreements on behalf of the City.

DATED this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.

CHANGE ORDER
No. 001

DATE OF ISSUANCE: August 16, 2023 **EFFECTIVE DATE:** March 21, 2023

Project: C.2 Project	Owner: City of Coeur D' Alene Wastewater	Owner's Contract No.:
Contract: C.2 Project		Notice to Proceed: July 10, 2023
Contractor: LaRiviere Inc.		Engineer's Project No.: 20-23-011

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

CO1-1) STORMWATER INFRASTRUCTURE : Contractor to provide all materials, labor and equipment to furnish and install Stormwater Infrastructure along Mullan Avenue, between 17th and 19th Street, as detailed in Attachment No. 1. Includes all labor, material, and equipment required to perform the work and connect to retained stormwater infrastructure. Includes pipe, fittings, connections, and adapters to connect to existing lines or structures, excavation, dewatering, bedding, backfill, materials testing, and all other work not separately itemized to meet the Contract Document Requirements and City Standards. Installation of additional stormwater infrastructure does not modify the construction limits or requirements of the Contract Documents.

CO1-2) MODIFICATION TO SP-01010-1.5.A.1.b: Specification Section 01010-1.5.A.1.b currently states the following "Completion of the Base Bid (Schedule A) in its entirety is required prior to beginning work on Additive Alternate (Schedules B, C & D)."

Contractor requested to begin asphalt grinding of Additive Alternative (Schedules B, C & D) and mobilization of LaRiviere's pipe crew to the vicinity of Young Avenue to begin work on the Additive Alternates (Schedules B, C & D), while LaRiviere's grade crew completes work on Base Bid (Schedule A). The attached schedule shows 10 additional working days are required to perform the additional stormwater infrastructure work. The attached schedule shows 11 working days are required for a grade crew (completion of subgrade, surface repair and final adjustments).

This Change Order modifies the Work Sequence Section SP-01010-1.5.A.1.b as follows: "~~Completion of the Base Bid (Schedule A) in its entirety is required prior to beginning~~ Contractor may begin work on Additive Alternate (Schedules B, C & D) prior to the completion of the Base Bid (Schedule A) as outlined subsequently and per Contractor's schedule included in Attachment No. 5. Grinding of roadway for Additive Alternate (Schedules B, C & D) may occur on August 25, 2023. Contractor to begin utility work on Additive Alternate no later than seven (7) calendar days following grinding of the asphalt on August 25, 2023."

The work sequence modification is in lieu of additional calendar days for the stormwater work and is no additional cost to the Owner.

CO1-3) MODIFICATION TO SP-01010-1.5.A.2: Specification Section 01010-1.5.A.2 currently states the following "..., all final asphalt surface repair shall be completed no later than seven (7) calendar days from completion of utility work in the roadway."

This Change Order modifies the Work Sequence Section SP-01010-1.5.A.2 as follows: "..., all final asphalt surface repair shall be completed no later than fourteen (14) calendar days from completion of utility work in the roadway for Base Bid and no later than seven (7) calendar days from completion of utility work in the roadway for Additive Alternate."

The work sequence modification is in lieu of additional calendar days for the stormwater work and is no additional cost to the Owner.

Attached Documents:

- Attachment No.1) J-U-B RFI-05 Revised Response, dated 8-9-2023
- Attachment No.2) LaRiviere Cost Proposal revision 2, dated 8-9-2023
- Attachment No.3) LaRiviere Overall Project Schedule AFP-01 Submitted Revision
- Attachment No.4) Request for Work Sequence Modification
- Attachment No.5) LaRiviere 3-week Schedule, provided 8-16-2023

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price

Original Contract Times

Working days

Calendar days

\$1,088,674.50

Substantial Completion (days or date): October 23, 2023 (105 Days)

Ready for final payment (days or date): November 22, 2023 (30 Days Post Substantial)

~~[Increase]~~ ~~[Decrease]~~ from previously approved Change Order No. ~~[Increase]~~ ~~[Decrease]~~ from previously approved Change Order No.

Substantial Completion (days or date):

Ready for final payment (days or date):

Contract Price prior to this Change

Contract Times prior to this Change Order:

\$1,088,674.50

Substantial Completion (days or date): 23-Oct-23

Ready for final payment (days or date): 22-Nov-23

~~[Increase]~~ ~~[Decrease]~~ of this Change

~~[Increase]~~ ~~[Decrease]~~ of this Change Order

\$95,467.25

Substantial Completion (days or date): 0 days

Ready for final payment (days or date): 0 days (remains 30 days post substantial)

Contract Price incorporating this

Contract Times with all approved Change Orders:

\$1,184,141.75

Substantial Completion (days or date): 23-Oct-23

Ready for final payment (days or date): 22-Nov-23

RECOMMENDED:

BY: *[Signature]*

Engineer (Authorized Signature)

DATE: 8-16-23

ACCEPTED:

BY: *[Signature]* PM

Owner (Authorized Signature)

DATE: 8-16-2023

ACCEPTED:

BY: Paul Loska

Contractor (Authorized Signature)

DATE: 08.16.2023

CHANGE ORDER 1
Summary of Change Order

ITEM NO.	DESCRIPTION	Est. Qty.	Unit	CHANGE ORDER DIFFERENCE	
				UNIT PRICE	TOTAL
CO 1					
CO1-1	Stormwater Infrastructure	1	LS	\$ 95,467.25	\$ 95,467.25
CO1-2	Modification to SP-01010-1.5.A.1.b	1	LS	\$ -	\$ -
CO1-3	Modification to SP-01010-1.5.A.2	1	LS	\$ -	\$ -
	Subtotal				
	TOTAL - CHANGE ORDER NO. 1				\$95,467.25
Previous Contract Price					\$1,088,674.50
Total Contract Price					\$1,184,141.75



J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.
Engineers • Surveyors • Planners
7825 Meadowlark Way
Coeur d'Alene, ID 83815
Phone: (208) 762-8787
Fax: (208) 762-9797

R . F . I . R E S P O N S E F O R M

DATE:

TO: Joy Jessup & Paul Loska
PROJECT: C.2 Project
LaRiviere, Inc. PROJECT NO.: 20-23-011
17564 N. Dylan Ct. DATE RECEIVED: July 26, 2023
Rathdrum, ID 83858 DATE RETURNED: July 31, 2023 (revised 8/9/23)

FROM: Jessica Nathan-Waller, P.E. & Logan Sorenson, P.E.

RFI #: RFI-005_REVISED

This response to a request for information from Contractor is Engineer's interpretation of the Contract Documents and does not constitute an authorization of an adjustment in Contract Price or Contract Times. If Contractor or Owner believes an adjustment in Contract Price or Contract Times or both is warranted, written notice shall be delivered by the claimant to Engineer and the other party to the Contract promptly, but in no event later than 30 days, after the start of the event giving rise thereto (reference General Conditions Paragraph 10.05).

See attached for submitted RFI.
Attachment No. 1

Following is our response to the request for information referenced above:

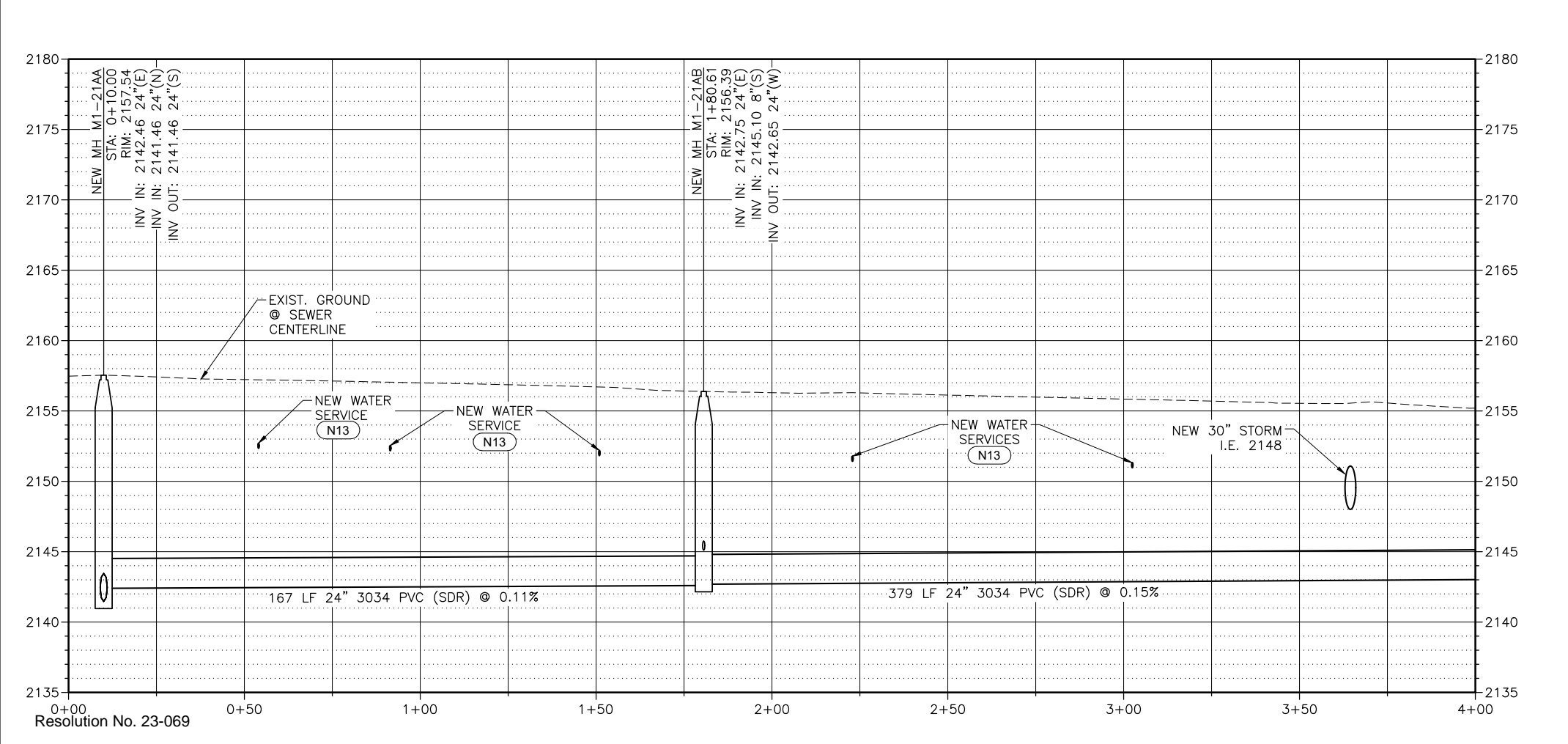
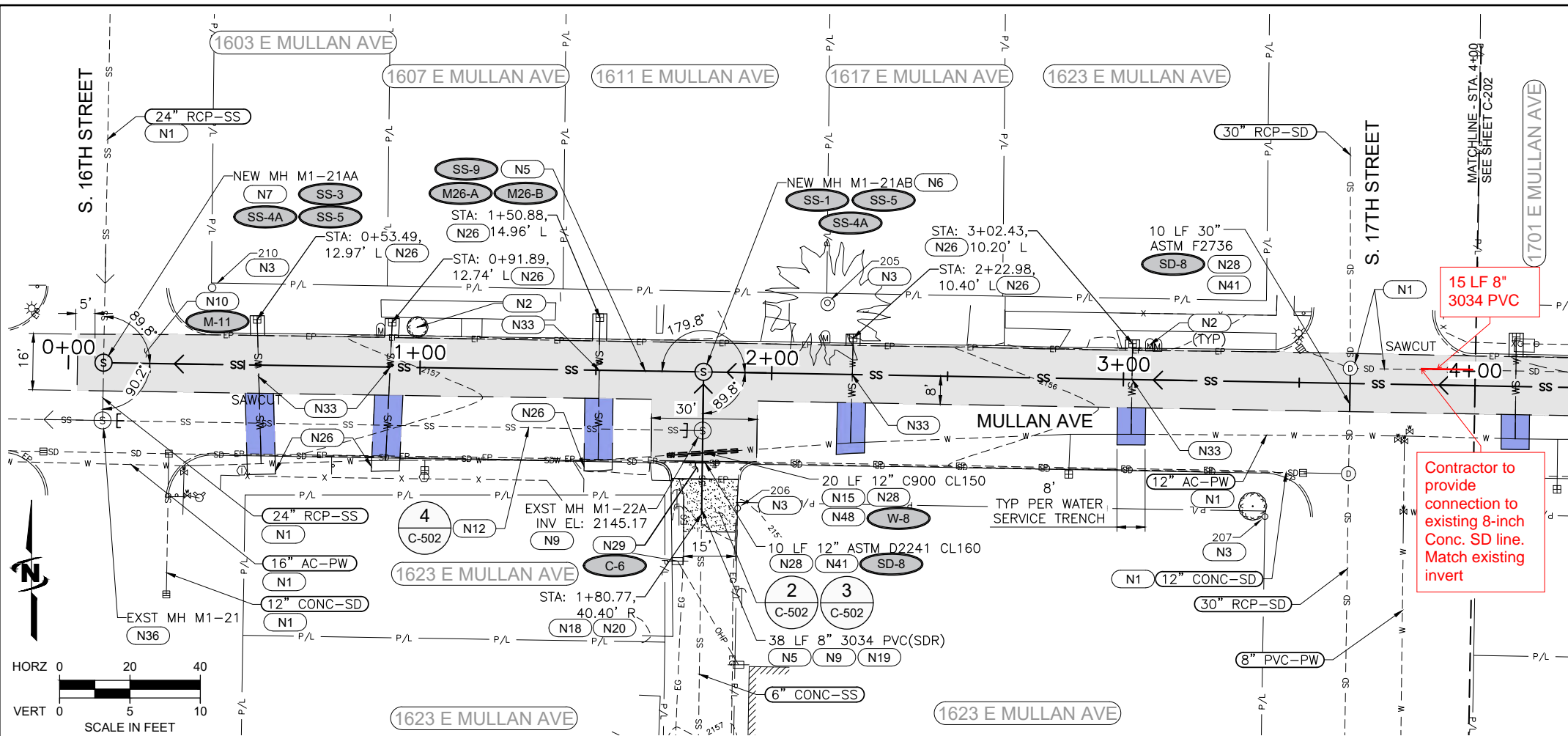
The storm drain piping, manholes and catch basins along Mullan Ave from Station 3+62 (17th St. Intersection) to Station 7+25 (18th St. Intersection) are accurately identified on plan Sheets C-201 to C-202 as retain and protect.

The storm drain piping, manholes and catch basins along Mullan Ave from Station 9+90 (19th St. Intersection) to Station 10+50 (20th Street Intersection) are accurately identified on plan Sheet C-203 as retain and protect.

Contractor shall retain and protect all existing utilities or restore to existing or better conditions. The work is incidental to the gravity sewer piping. The City of Coeur d'Alene requests Contractor to provide a cost proposal to replace the existing stormwater infrastructure, shown in red on Attachment No. 2 (Sheets C-201 to C-203).

The City of Coeur d'Alene requests Contractor to provide an additional a cost proposal to replace the existing stormwater infrastructure, shown in blue on Attachment No. 2 (Sheets C-201 to C-203).

Contractor to field verify all piping lengths and rim/invert elevations prior to purchase and installation. Reference Sheet V-101 for existing rim and inverts.



KEYED NOTES: (THIS SHEET)

- N1 RETAIN AND PROTECT EXISTING UTILITIES, TYPICAL.
- N2 RETAIN AND PROTECT EXISTING SURFACE FEATURES (FENCE, RETAINING WALL, CURB, SIDEWALK, PAVERS, BRICKS, TREES, BUSHES, AS APPLICABLE).
- N3 RETAIN, REFERENCE, AND PROTECT SURVEY MONUMENTS
- N5 SANITARY SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS, ADAPTERS AS NECESSARY. SANITARY SERVICE LATERAL TIE-IN LOCATIONS ARE ESTIMATED BASED UPON AVAILABLE CCTV RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CONNECT TO NEW SEWER MAIN.
- N6 NEW 48 INCH STANDARD SANITARY SEWER MANHOLE PER SS-1.
- N7 NEW 60\"/>

GENERAL NOTES:

- SEE SHEET G-002 FOR ADDITIONAL NOTES.
- SEE SHEETS V-101 AND V-102 FOR SURVEY CONTROL INFORMATION.
- ALL CONSTRUCTION TO CONFORM WITH CITY STANDARDS M-22, M-23, M-24, M-25, M-27 AND M-33. ADDITIONAL CITY STANDARDS MAY BE APPLICABLE.
- STATIONING IS BASED ON CENTERLINE OF SEWER.

SURFACE REPAIR LEGEND: (THIS SHEET)

SCHEDULE A

- TYPE 'B' ASPHALT SURFACE REPAIR 781 SY
- TYPE 'B' ASPHALT SURFACE REPAIR(POTABLE WATER SERVICE) 69 SY
- CONCRETE SURFACE REPAIR 12 SY
- TYPE 'C' GRAVEL SURFACE REPAIR 27 SY

811
Know what's below. Call before you dig.

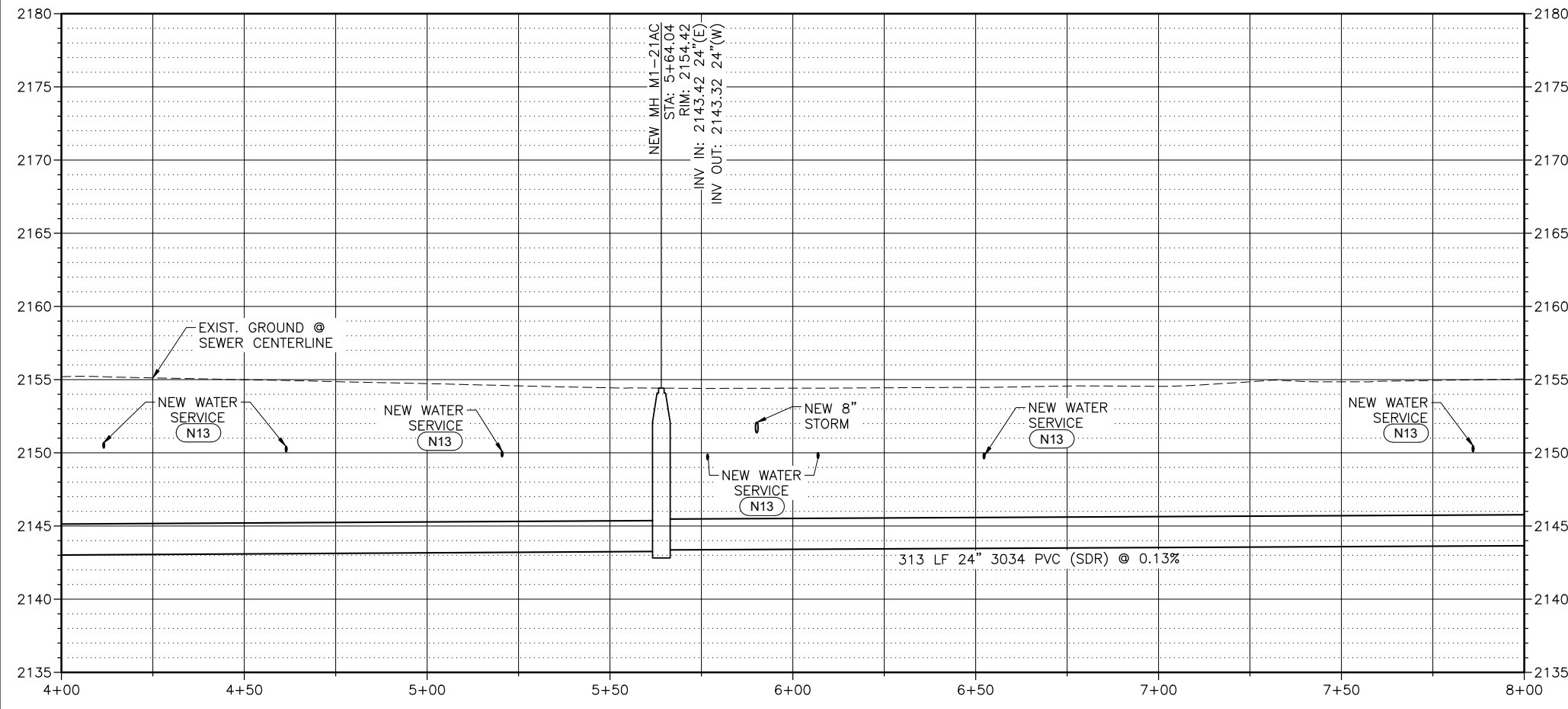
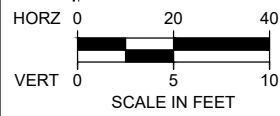
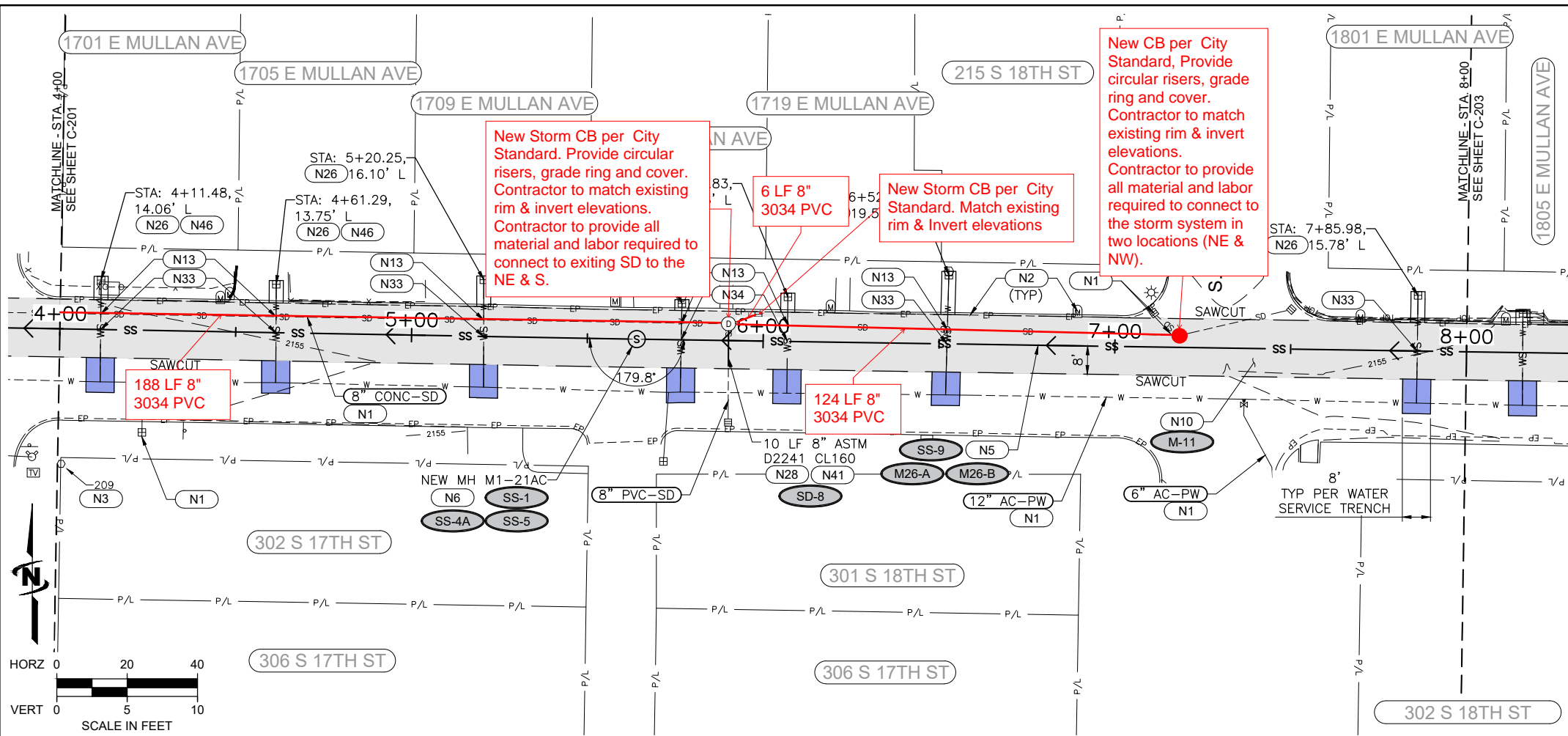
JUB
J-U-B ENGINEERS, INC.
7825 Meadowlark Way
Coeur d'Alene, ID 83815
Phone: 208.762.8787
www.jub.com

RFI-005
Revision

CITY OF COEUR D'ALENE WASTEWATER UTILITY
SCHEDULE A - MULLAN AVE
PLAN AND PROFILE
STA. 0+00 TO STA. 4+00

FILE: 20-22-011_C-201X
JUB PROJ. #: 20-22-011
DRAWN BY: RAS
DESIGN BY: LS
CHECKED BY: JPNW
AT FULL SIZE, IF NOT ONE INCH SCALE ACCORDINGLY
LAST UPDATED: 1/16/2023
SHEET NUMBER: **AC-201**

Plot Date: 1/16/2023 12:57 PM Plotted By: William Hobbs
 Date Created: 1/15/2023 JUB.COM/CENTRAL/CAD/CLIENT/SD/COEURDAL/ENERGY/PROJECTS/20-22-011_22COLLECTION/SSYSTEM/DESIGN/CAD/SHEET/20-22-011_C-201X.DWG



KEYED NOTES: (THIS SHEET)

N1	RETAIN AND PROTECT EXISTING UTILITIES, TYPICAL.
N2	RETAIN AND PROTECT EXISTING SURFACE FEATURES (FENCE, RETAINING WALL, CURB, SIDEWALK, PAVERS, BRICKS, TREES, BUSHES, AS APPLICABLE).
N3	RETAIN, REFERENCE, AND PROTECT SURVEY MONUMENTS
N5	SANITARY SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS, ADAPTERS AS NECESSARY. SANITARY SERVICE LATERAL TIE-IN LOCATIONS ARE ESTIMATED BASED UPON AVAILABLE CCTV RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CONNECT TO NEW SEWER MAIN.
N6	NEW 48 INCH STANDARD SANITARY SEWER MANHOLE PER SS-1.
N10	REPAIR EXISTING ROADWAY. MATCH EXISTING GRADES, CROWNS, DRAINAGE LINES, ETC. UNLESS OTHERWISE NOTED, STRIPING INCIDENTAL TO BID. RECOLLARING ANY MANHOLES, VALVES, AND ETC. PER CITY STANDARD IS INCIDENTAL TO BID (M-31 & M-32).
N13	MAINTAIN 18" MINIMUM WATER/SANITARY SEPARATION (WATER ABOVE) OR SLEEVE PER DETAIL 1 ON SHEET C-501.
N26	MISC. SURFACE REPAIR. CONTRACTOR TO REPAIR SURFACE TO EXISTING OR BETTER CONDITION INCIDENTAL TO BID.
N28	BACKFILL SHALL BE CDF. INCIDENTAL TO BID. COORDINATE WITH OWNER AND ENGINEER.
N33	REPLACE EXISTING 3/4-INCH POTABLE WATER SERVICE. WITH NEW 1-INCH SADDLE TAP, POLYETHYLENE PIPE, SETTERS AND BOXES. TRACK AND REUSE METERS FOR SAME ADDRESS. INSTALL REPAIR BANDS OVER EXISTING SERVICE TAP LOCATION. PLACE NEW SADDLE TAP A MIN. OF 18" AWAY FROM EXISTING SERVICE. MATERIALS TO BE SUPPLIED BY OWNER. PER CITY DETAIL W-1 AND W-2. RETAIN AND PROTECT EXISTING CURB OR REPLACE AS NECESSARY (INCIDENTAL TO BID). RESTORE DISTURBED SURFACES TO EXISTING CONDITIONS. INCIDENTAL TO OTHER BID ITEMS. WATER SERVICE TIE-IN LOCATIONS ARE ESTIMATED BASED ON AVAILABLE CITY RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CORDINATE PLACEMENT OF NEW METER WITH OWNER.
N34	REPLACE EXISTING 1-INCH POTABLE WATER SERVICE. WITH NEW 1-INCH SADDLE TAP, POLYETHYLENE PIPE, SETTERS AND BOXES. TRACK AND REUSE METERS FOR SAME ADDRESS. INSTALL REPAIR BANDS OVER EXISTING SERVICE TAP LOCATION. PLACE NEW SADDLE TAP A MIN. OF 18" AWAY FROM EXISTING SERVICE. MATERIALS TO BE SUPPLIED BY OWNER. PER CITY DETAIL W-1 AND W-2. RETAIN AND PROTECT EXISTING CURB OR REPLACE AS NECESSARY (INCIDENTAL TO BID). RESTORE DISTURBED SURFACES TO EXISTING CONDITIONS. INCIDENTAL TO OTHER BID ITEMS. WATER SERVICE TIE-IN LOCATIONS ARE ESTIMATED BASED ON AVAILABLE CITY RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CORDINATE PLACEMENT OF NEW METER WITH OWNER.
N41	STORM SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS AND ADAPTERS AS NECESSARY.
N46	CONTRACTOR TO REMOVE AND RESET FENCING AS NEEDED. INCIDENTAL TO BID.

- GENERAL NOTES:**
- SEE SHEET G-002 FOR ADDITIONAL NOTES.
 - SEE SHEETS V-101 AND V-102 FOR SURVEY CONTROL INFORMATION.
 - ALL CONSTRUCTION TO CONFORM WITH CITY STANDARDS M-22, M-23, M-24, M-25, M-27 AND M-33. ADDITIONAL CITY STANDARDS MAY BE APPLICABLE.
 - STATIONING IS BASED ON CENTERLINE OF SEWER.

SURFACE REPAIR LEGEND: (THIS SHEET)

SCHEDULE B	
	TYPE 'B' ASPHALT SURFACE REPAIR 726 SY
	TYPE 'B' ASPHALT SURFACE REPAIR(POTABLE WATER SERVICE) 60 SY

JUB
J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.
7825 Meadowlark Way
Coeur d'Alene, ID 83815
Phone: 208.762.8787
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RFI-005
Revision

NO.	REVISION	DESCRIPTION	BY	DATE

CITY OF COEUR D'ALENE WASTEWATER UTILITY

C-2 PROJECT

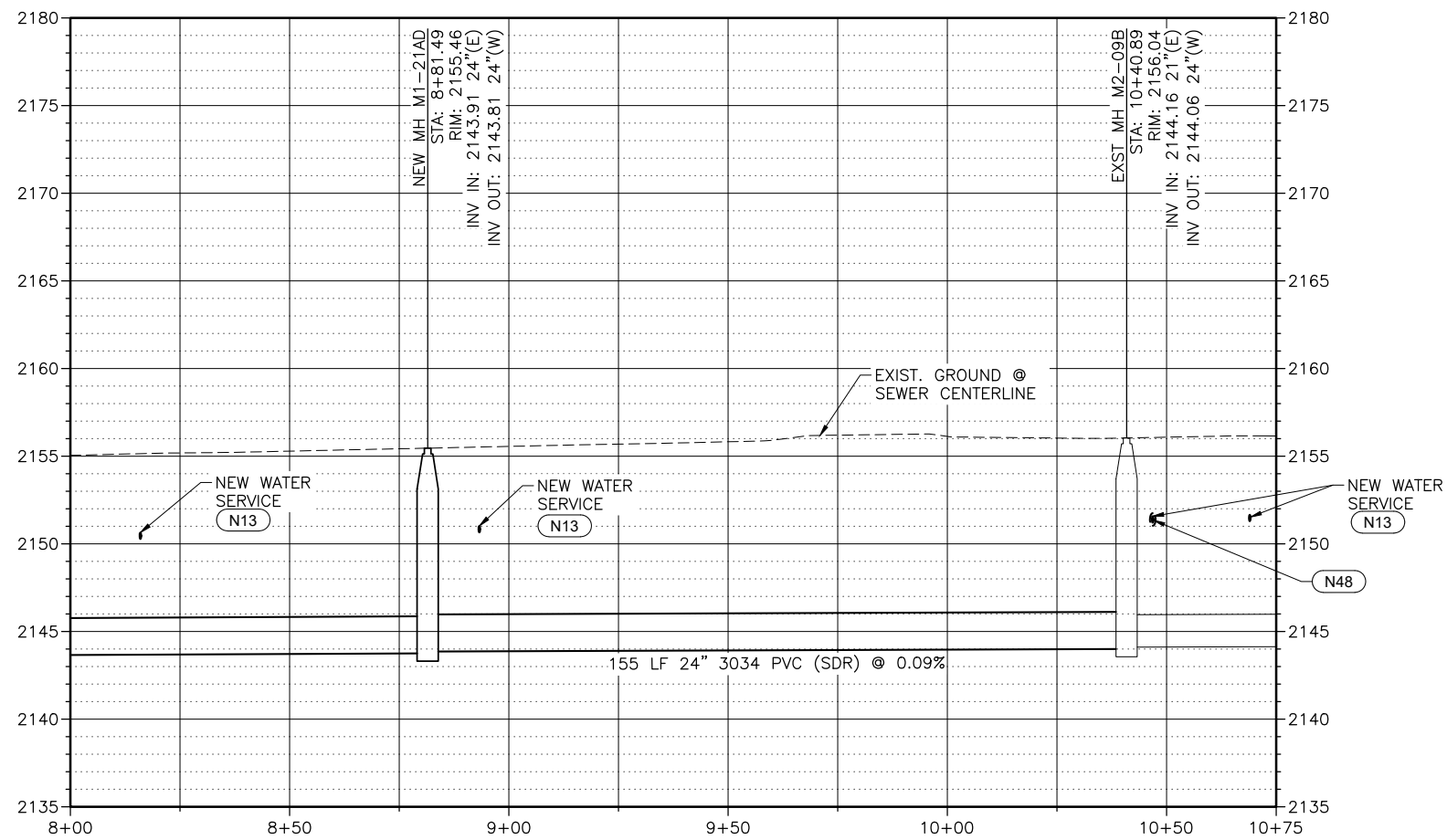
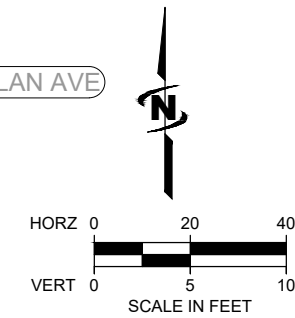
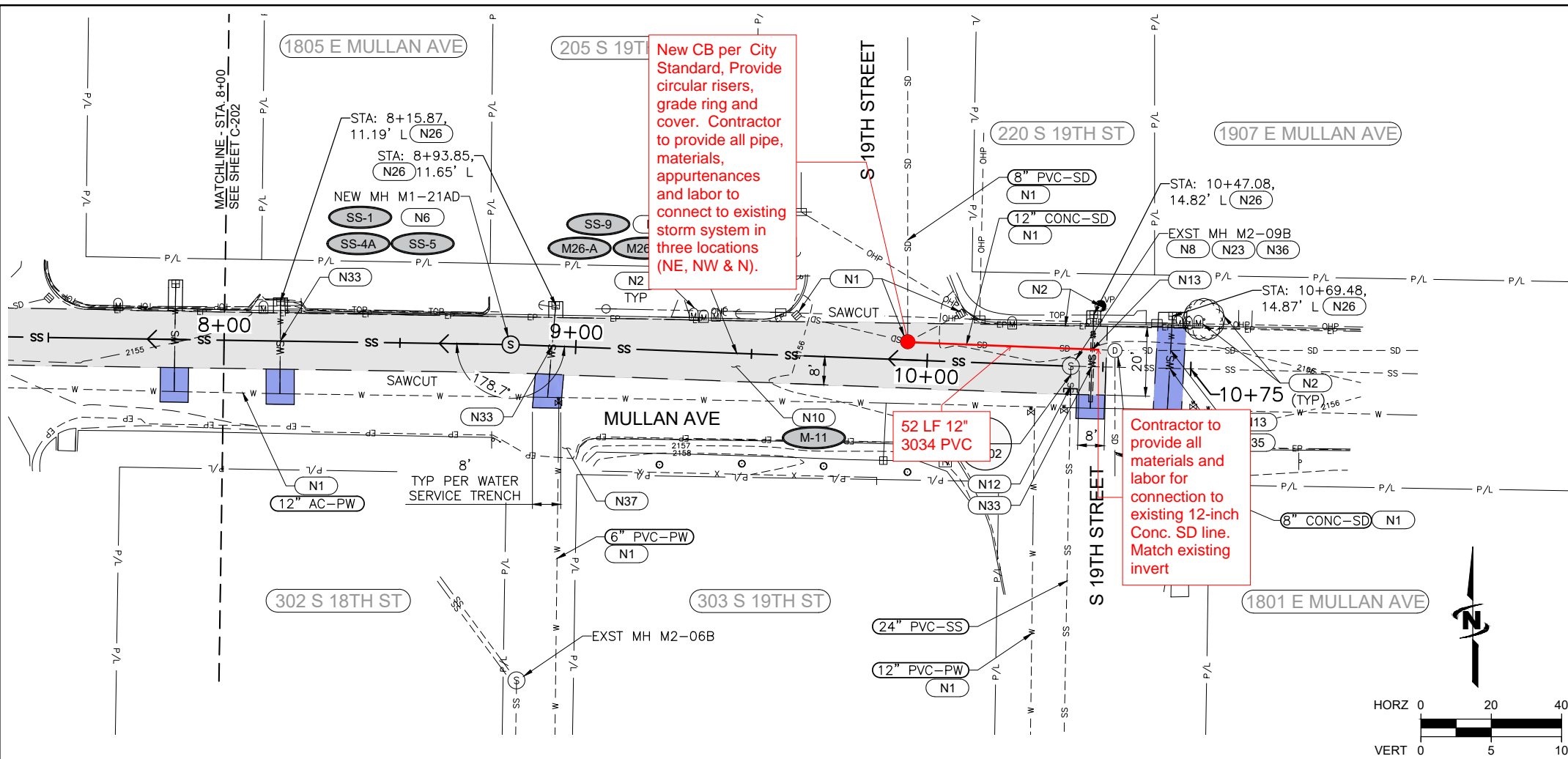
SCHEDULE A - MULLAN AVE
PLAN AND PROFILE
STA. 4+00 TO STA. 8+00

FILE: 20-22-011_C-201X
JUB PROJ. #: 20-22-011
DRAWN BY: RAS
DESIGN BY: LS
CHECKED BY: JPNW
AT FULL SIZE, IF NOT ONE INCH SCALE ACCORDINGLY
LAST UPDATED: 1/16/2023
SHEET NUMBER: **AC-202**

811
Know what's below.
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Plot Date: 1/16/2023 12:58 PM Plotted By: William Hobbs
 Date Created: 1/15/2022 10:00 AM Client: JUB.COM/CENTRAL/Clients/COEURD'ALENE/ENERGY/PROJECTS/20-22-011_22COLLECTIONSYSTEMDESIGN/CAD/SHEET/20-22-011_C-201X.DWG

Plot Date: 1/16/2023 12:58 PM Plotted By: William Hobbs
 Date Created: 1/15/2022 10:52 AM JUB.COM/CENTRAL/CAD/CLIENTS/DCOEURDALENE/CITY/PROJECTS/2022-011-22COLLECTIONSYSTEMDESIGN/CAD/SHEET/20-22-011_C-201X.DWG



Resolution No. 23-069

KEYED NOTES: (THIS SHEET)

- N1 RETAIN AND PROTECT EXISTING UTILITIES, TYPICAL.
- N2 RETAIN AND PROTECT EXISTING SURFACE FEATURES (FENCE, RETAINING WALL, CURB, SIDEWALK, PAVERS, BRICKS, TREES, BUSHES, AS APPLICABLE).
- N5 SANITARY SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS, ADAPTERS AS NECESSARY. SANITARY SERVICE LATERAL TIE-IN LOCATIONS ARE ESTIMATED BASED UPON AVAILABLE CCTV RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CONNECT TO NEW SEWER MAIN.
- N6 NEW 48 INCH STANDARD SANITARY SEWER MANHOLE PER SS-1.
- N8 CONNECT NEW SANITARY SEWER/ STORM DRAIN TO EXISTING MANHOLE; RE-CORE PIPE PENETRATION OR CORE NEW PIPE PENETRATION WHEN APPLICABLE; CONNECT WITH SAND COLLAR; EXTEND PIPE INTO MANHOLE A MINIMUM OF 6" BEYOND INSIDE WALL FACE; RE-SIZE CHANNEL AS NECESSARY TO FIT NEW PIPE; MATCH INVERT ELEVATIONS AND GROUT INVERTS SMOOTH.
- N10 REPAIR EXISTING ROADWAY. MATCH EXISTING GRADES, CROWNS, DRAINAGE LINES, ETC. UNLESS OTHERWISE NOTED, STRIPING INCIDENTAL TO BID. RECOLLARING ANY MANHOLES, VALVES, AND ETC. PER CITY STANDARD IS INCIDENTAL TO BID (M-31 & M-32).
- N12 ABANDON EXISTING SEWER MAIN (INCIDENTAL TO BID) FLOAT "ABANDONED SEWER" TAPE THROUGH PIPE (TAPE PROVIDED BY THE CITY). PLUG EACH EXPOSED END PER SHEET C-502, DETAIL 4.
- N13 MAINTAIN 18" MINIMUM WATER/SANITARY SEPARATION (WATER ABOVE) OR SLEEVE PER DETAIL 1 ON SHEET C-501.
- N23 CONTRACTOR TO POTHOLE AND VERIFY INVERT WITH ENGINEER BEFORE BEGINNING CONSTRUCTION.
- N26 MISC. SURFACE REPAIR. CONTRACTOR TO REPAIR SURFACE TO EXISTING OR BETTER CONDITION INCIDENTAL TO BID.
- N33 REPLACE EXISTING 3/4-INCH POTABLE WATER SERVICE. WITH NEW 1-INCH SADDLE TAP, POLYETHYLENE PIPE, SETTERS AND BOXES. TRACK AND REUSE METERS FOR SAME ADDRESS. INSTALL REPAIR BANDS OVER EXISTING SERVICE TAP LOCATION. PLACE NEW SADDLE TAP A MIN. OF 18" AWAY FROM EXISTING SERVICE. MATERIALS TO BE SUPPLIED BY OWNER. PER CITY DETAIL W-1 AND W-2. RETAIN AND PROTECT EXISTING CURB OR REPLACE AS NECESSARY (INCIDENTAL TO BID). RESTORE DISTURBED SURFACES TO EXISTING CONDITIONS. INCIDENTAL TO OTHER BID ITEMS. WATER SERVICE TIE-IN LOCATIONS ARE ESTIMATED BASED ON AVAILABLE CITY RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CORDINATE PLACEMENT OF NEW METER WITH OWNER.
- N35 REPLACE EXISTING 1.5-INCH POTABLE WATER SERVICE. WITH NEW 2-INCH SADDLE TAP, POLYETHYLENE PIPE, SETTERS AND BOXES. TRACK AND REUSE METERS FOR SAME ADDRESS. INSTALL REPAIR BANDS OVER EXISTING SERVICE TAP LOCATION. PLACE NEW SADDLE TAP A MIN. OF 18" AWAY FROM EXISTING SERVICE. MATERIALS TO BE SUPPLIED BY OWNER. PER CITY DETAIL W-1 AND W-2. RETAIN AND PROTECT EXISTING CURB OR REPLACE AS NECESSARY (INCIDENTAL TO BID). RESTORE DISTURBED SURFACES TO EXISTING CONDITIONS. INCIDENTAL TO OTHER BID ITEMS. WATER SERVICE TIE-IN LOCATIONS ARE ESTIMATED BASED ON AVAILABLE CITY RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CORDINATE PLACEMENT OF NEW METER WITH OWNER.
- N36 RETAIN AND PROTECT EXISTING MANHOLE. INSTALL SCREW PLUG INTO EXISTING (TO BE ABANDONED) PIPE PENETRATION. CONTRACTOR TO MAINTAIN FLOW IN 24" PIPE AT ALL TIMES. WORK IS INCIDENTAL TO BID.
- N37 RETAIN AND PROTECT EXISTING APPROACH.
- N48 CONTRACTOR TO PROVIDE ALL MATERIALS AND LABOR REQUIRED FOR THE INSTALLATION OF A SLEEVE FOR POTABLE/NON-POTABLE SEPERATION REQUIREMENTS. SLEEVE SHALL MEET OR EXCEED REQUIREMENTS OF DETAIL 1, SHEET C-501. INCIDENTAL TO BID.

- GENERAL NOTES:**
1. SEE SHEET G-002 FOR ADDITIONAL NOTES.
 2. SEE SHEETS V-101 AND V-102 FOR SURVEY CONTROL INFORMATION.
 3. ALL CONSTRUCTION TO CONFORM WITH CITY STANDARDS M-22, M-23, M-24, M-25, M-27 AND M-33. ADDITIONAL CITY STANDARDS MAY BE APPLICABLE.
 4. STATIONING IS BASED ON CENTERLINE OF SEWER.

SURFACE REPAIR LEGEND: (THIS SHEET)

- SCHEDULE A
- TYPE 'B' ASPHALT SURFACE REPAIR 480 SY
 - TYPE 'B' ASPHALT SURFACE REPAIR (POTABLE WATER SERVICE) 47 SY



J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.
 7825 Meadowlark Way
 Coeur d'Alene, ID 83815
 Phone: 208.762.8787
 www.jub.com

RFI-005
Revision

NO.	REVISION	BY	DATE

C-2 PROJECT

CITY OF COEUR D'ALENE WASTEWATER UTILITY

SCHEDULE A - MULLAN AVE
 PLAN AND PROFILE
 STA. 8+00 TO STA. 10+50

FILE: 20-22-011_C-201X
 JUB PROJ. #: 20-22-011
 DRAWN BY: RAS
 DESIGN BY: LS
 CHECKED BY: JPNW
 AT FULL SIZE, IF NOT ONE INCH SCALE ACCORDINGLY
 LAST UPDATED: 1/16/2023
 SHEET NUMBER:
 "AC-203"

TOTAL PRICE SUMMARY

DESCRIPTION	PRICE	NOTES
RED	\$ 94,147.58	
BLUE	\$ 45,366.99	Remove
DEDUCT 01	\$ (6,172.30)	
TOTAL	\$ 133,342.27	INCLUDES RETAIN AND PROTECT DEDUCT
DEDUCT 02	\$ (5,756.64)	
TOTAL	\$ 127,585.63	INCLUDES BOTH RETAIN/PROTECT AND PIPE DEDUCTION

Update



Cost Detail By Phase

Project Name: Coeur D'Alene Wastewater Utility C.2 Project	Customer: City of Coeur d'Alene
Job Number: 2461	Billing Address: Coeur d'Alene, ID
Bid As: Prime	
Estimator: Scott Foster	Phone:
Project Address: Coeur D'Alene, ID	Contact:
Completion Date:	

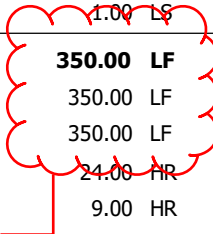
Pay Items

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
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Phase: RED STORM SYSTEM CHANGE ORDER

D 501 - SUPERVISION	1.00	LS	\$15,835.04	\$15,835.04
Supervision	6.00	DY	\$2,076.67	\$12,460.04
Supervision (8.00 PH/DY, 6.00 DY)	6.00	DY	\$2,076.67	\$12,460.04
Superintendent	48.00	HR	\$150.00	\$7,200.00
Foreman Truck	48.00	HR	\$25.00	\$1,200.00
Project Manager	16.00	HR	\$175.00	\$2,800.04
General Superintendent	6.00	HR	\$210.00	\$1,260.00
Bond/Insurance	1.00	LS	\$3,375.00	\$3,375.00
Change Public Works Bond	1.00	LS	\$2,250.00	\$2,250.00
Change Liability Insurance	1.00	LS	\$1,125.00	\$1,125.00
D 502 - INSTALL 8 IN STORM PIPE	350.00	LF	\$84.49	\$29,570.53
Storm System Crew	350.00	LF	\$84.49	\$29,570.53
Pipe Mainline (14.58 LF/PH, 3.00 DY)	350.00	LF	\$70.50	\$24,675.71
Cat 321 CLCR	24.00	HR	\$127.35	\$3,056.40
Cat TL943C	9.00	HR	\$60.79	\$547.11
4000 Gal Water Truck	24.00	HR	\$150.00	\$3,600.00
Crew Truck	24.00	HR	\$25.00	\$600.00
Excavator Operator [2]	24.00	HR	\$59.38	\$2,850.22
Dozer/Loader Operator Up To D6	24.00	HR	\$59.38	\$1,425.11
Truck Driver	24.00	HR	\$55.95	\$1,342.89
Pipe Layer [2]	24.00	HR	\$50.24	\$2,411.72
Topman	24.00	HR	\$55.95	\$1,342.89
Cat 336 Excavator	24.00	HR	\$183.97	\$4,415.28
Cat 938G	24.00	HR	\$64.98	\$1,559.52
Cat 305.5ECR	9.00	HR	\$63.73	\$573.57
Rental Trench Box	24.00	HR	\$25.00	\$600.00
Cat 289C	9.00	HR	\$39.00	\$351.00
8" PVC Storm Pipe	364.00	LF	\$12.03	\$4,379.28

330 LF of 8-inch mainline



Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
<i>(Item 502 - INSTALL 8 IN STORM PIPE continued)</i>				
Connection Fittings	1.00	LS	\$515.53	\$515.53
D 503 - INSTALL 12 IN STORM PIPE	52.00	LF	\$109.28	\$5,682.63
Storm System Crew	52.00	LF	\$109.28	\$5,682.63
Pipe Mainline (13.00 LF/PH, 0.50 DY)	52.00	LF	\$79.09	\$4,112.62
Cat 321 CLCR	4.00	HR	\$127.35	\$509.40
Cat TL943C	1.50	HR	\$60.79	\$91.19
4000 Gal Water Truck	4.00	HR	\$150.00	\$600.00
Crew Truck	4.00	HR	\$25.00	\$100.00
Excavator Operator [2]	4.00	HR	\$59.38	\$475.04
Dozer/Loader Operator Up To D6	4.00	HR	\$59.38	\$237.52
Truck Driver	4.00	HR	\$55.95	\$223.82
Pipe Layer [2]	4.00	HR	\$50.24	\$401.95
Topman	4.00	HR	\$55.95	\$223.82
Cat 336 Excavator	4.00	HR	\$183.97	\$735.88
Cat 938G	4.00	HR	\$64.98	\$259.92
Cat 305.5ECR	1.50	HR	\$63.73	\$95.60
Rental Trench Box	4.00	HR	\$25.00	\$100.00
Cat 289C	1.50	HR	\$39.00	\$58.50
12" PVC Storm Pipe	56.00	LF	\$26.91	\$1,507.15
Connection Fittings	1.00	LS	\$62.86	\$62.86
D 504 - CONNECT TO EXISTING MANHOLE	1.00	EACH	\$2,586.31	\$2,586.31
Storm System Crew	1.00	EACH	\$2,586.31	\$2,586.31
Pipe Mainline (2.00 PH/EACH, 0.25 DY)	1.00	EACH	\$2,056.31	\$2,056.31
Cat 321 CLCR	2.00	HR	\$127.35	\$254.70
Cat TL943C	0.75	HR	\$60.79	\$45.59
4000 Gal Water Truck	2.00	HR	\$150.00	\$300.00
Crew Truck	2.00	HR	\$25.00	\$50.00
Excavator Operator [2]	2.00	HR	\$59.38	\$237.52
Dozer/Loader Operator Up To D6	2.00	HR	\$59.38	\$118.76
Truck Driver	2.00	HR	\$55.95	\$111.91
Pipe Layer [2]	2.00	HR	\$50.24	\$200.98
Topman	2.00	HR	\$55.95	\$111.91
Cat 336 Excavator	2.00	HR	\$183.97	\$367.94
Cat 938G	2.00	HR	\$64.98	\$129.96
Cat 305.5ECR	0.75	HR	\$63.73	\$47.80
Rental Trench Box	2.00	HR	\$25.00	\$50.00
Cat 289C	0.75	HR	\$39.00	\$29.25
CONNECT TO EXISTING MANHOLE	1.00	EACH	\$530.00	\$530.00
D 505 - CONNECT TO EXISTING 12 IN CONCRETE PIPE	1.00	EACH	\$2,533.09	\$2,533.09
Storm System Crew	1.00	EACH	\$2,533.09	\$2,533.09
Pipe Mainline (2.00 PH/EACH, 0.25 DY)	1.00	EACH	\$2,056.31	\$2,056.31
Cat 321 CLCR	2.00	HR	\$127.35	\$254.70
Cat TL943C	0.75	HR	\$60.79	\$45.59
4000 Gal Water Truck	2.00	HR	\$150.00	\$300.00
Crew Truck	2.00	HR	\$25.00	\$50.00
Excavator Operator [2]	2.00	HR	\$59.38	\$237.52

same

Removed

Same as previous

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
<i>(Item 505 - CONNECT TO EXISTING 12 IN CONCRETE PIPE continued)</i>				
Dozer/Loader Operator Up To D6	2.00	HR	\$59.38	\$118.76
Truck Driver	2.00	HR	\$55.95	\$111.91
Pipe Layer [2]	2.00	HR	\$50.24	\$200.98
Topman	2.00	HR	\$55.95	\$111.91
Cat 336 Excavator	2.00	HR	\$183.97	\$367.94
Cat 938G	2.00	HR	\$64.98	\$129.96
Cat 305.5ECR	0.75	HR	\$63.73	\$47.80
Rental Trench Box	2.00	HR	\$25.00	\$50.00
Cat 289C	0.75	HR	\$39.00	\$29.25
Connect To Existing Storm Pipe	1.00	LS	\$476.78	\$476.78
D 506 - INSTALL STORM CATCH BASIN	4.00	EACH	\$5,564.02	\$22,256.09
Storm System Crew	4.00	EACH	\$5,564.02	\$22,256.09
Pipe Mainline (4.00 PH/EACH, 2.00 DY)	4.00	EACH	\$4,112.62	\$16,450.47
Cat 321 CLCR	16.00	HR	\$127.35	\$2,037.60
Cat TL943C	6.00	HR	\$60.79	\$364.74
4000 Gal Water Truck	16.00	HR	\$150.00	\$2,400.00
Crew Truck	16.00	HR	\$25.00	\$400.00
Excavator Operator [2]	16.00	HR	\$59.38	\$1,900.15
Dozer/Loader Operator Up To D6	16.00	HR	\$59.38	\$950.07
Truck Driver	16.00	HR	\$55.95	\$895.26
Pipe Layer [2]	16.00	HR	\$50.24	\$1,607.82
Topman	16.00	HR	\$55.95	\$895.26
Cat 336 Excavator	16.00	HR	\$183.97	\$2,943.52
Cat 938G	16.00	HR	\$64.98	\$1,039.68
Cat 305.5ECR	6.00	HR	\$63.73	\$382.38
Rental Trench Box	16.00	HR	\$25.00	\$400.00
Cat 289C	6.00	HR	\$39.00	\$234.00
PC Catch Basin	4.00	EACH	\$1,451.41	\$5,805.62
D 507 - CATCH BASIN ADJUSTMENTS	4.00	EACH	\$1,062.96	\$4,251.83
Adjustment Crew	4.00	EACH	\$1,062.96	\$4,251.83
Pipe Mainline (3.00 PH/EACH, 1.50 DY)	4.00	EACH	\$930.46	\$3,721.83
Crew Truck	12.00	HR	\$25.00	\$300.00
Pipe Layer [2]	12.00	HR	\$50.24	\$1,205.86
Topman	12.00	HR	\$55.95	\$671.45
Cat 938G	12.00	HR	\$64.98	\$779.76
Cat 305.5ECR	12.00	HR	\$63.73	\$764.76
Grout And Misc.	1.00	LS	\$530.00	\$530.00
D 509 - MATERIALS TESTING	1.00	LS	\$1,400.00	\$1,400.00
Construction Testing & Inspections	1.00	LS	\$1,400.00	\$1,400.00

Same as previous.
- 2 at 5+90
- 1 at 18th
- 1 at 19th

same as previous

same as previous

Direct Cost Totals

	Amount	Percent of Direct Cost
Labor:	\$31,883.00	37.90%
Equipment Owned:	\$32,450.28	38.58%
Equipment Rented:	\$1,200.00	1.43%
Materials Owned:	\$0.00	0.00%
Materials Purchased:	\$13,807.22	16.41%
Subcontracted:	\$1,400.00	1.66%
Trucking Owned:	\$0.00	0.00%
Trucking Hired:	\$0.00	0.00%
Miscellaneous:	\$3,375.00	4.01%
Plug:	\$0.00	0.00%
Direct Cost:	\$84,115.51	

RED			
CLASS	COST	MARKUP	PRICE
SUPERVISION	\$15,835.04	0%	\$ 15,835.04
LABOR/EQUIPMENT/MATERIALS	\$66,880.47	15%	\$ 76,912.54
MATERIALS TESTING	\$ 1,400.00	0%	\$ 1,400.00
		TOTAL	\$ 94,147.58

update



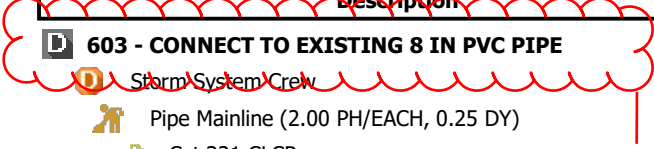
Cost Detail By Phase

Project Name: Coeur D'Alene Wastewater Utility C.2 Project	Customer: City of Coeur d'Alene
Job Number: 2461	Billing Address: Coeur d'Alene, ID
Bid As: Prime	
Estimator: Scott Foster	Phone:
Project Address: Coeur D'Alene, ID	Contact:
Completion Date:	

Pay Items

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
Phase: BLUE STORM SYSTEM CHANGE ORDER				
601 - SUPERVISION	1.00	LS	\$10,090.00	\$10,090.00
Supervision	4.00	DY	\$1,960.00	\$7,840.00
Supervision (8.00 PH/DY, 4.00 DY)	4.00	DY	\$1,960.00	\$7,840.00
Superintendent	32.00	HR	\$150.00	\$4,800.00
Foreman Truck	32.00	HR	\$25.00	\$800.00
Project Manager	8.00	HR	\$175.00	\$1,400.00
General Superintendent	4.00	HR	\$210.00	\$840.00
Bond/Insurance	1.00	LS	\$2,250.00	\$2,250.00
Change Public Works Bond	1.00	LS	\$1,500.00	\$1,500.00
Change Liability Insurance	1.00	LS	\$750.00	\$750.00
602 - INSTALL 8 IN STORM PIPE				
Storm System Crew	92.00	LF	\$191.63	\$17,629.51
Pipe Mainline (5.75 LF/PH, 2.00 DY)	92.00	LF	\$178.81	\$16,450.47
Cat 321 CLCR	16.00	HR	\$127.35	\$2,037.60
Cat TL943C	6.00	HR	\$60.79	\$364.74
4000 Gal Water Truck	16.00	HR	\$150.00	\$2,400.00
Crew Truck	16.00	HR	\$25.00	\$400.00
Excavator Operator [2]	16.00	HR	\$59.38	\$1,900.15
Dozer/Loader Operator Up To D6	16.00	HR	\$59.38	\$950.07
Truck Driver	16.00	HR	\$55.95	\$895.26
Pipe Layer [2]	16.00	HR	\$50.24	\$1,607.82
Topman	16.00	HR	\$55.95	\$895.26
Cat 336 Excavator	16.00	HR	\$183.97	\$2,943.52
Cat 938G	16.00	HR	\$64.98	\$1,039.68
Cat 305.5ECR	6.00	HR	\$63.73	\$382.38
Rental Trench Box	16.00	HR	\$25.00	\$400.00
Cat 289C	6.00	HR	\$39.00	\$234.00
8" PVC Storm Pipe	98.00	LF	\$12.03	\$1,179.04

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
D 603 - CONNECT TO EXISTING 8 IN PVC PIPE	1.00	EACH	\$2,092.20	\$2,092.20
D Storm System Crew	1.00	EACH	\$2,056.31	\$2,056.31
I Pipe Mainline (2.00 PH/EACH, 0.25 DY)	1.00	EACH	\$2,056.31	\$2,056.31
I Cat 321 CLCR	2.00	HR	\$127.35	\$254.70
I Cat TL943C	0.75	HR	\$60.79	\$45.59
I 4000 Gal Water Truck	2.00	HR	\$150.00	\$300.00
I Crew Truck	2.00	HR	\$25.00	\$50.00
P Excavator Operator [2]	2.00	HR	\$59.38	\$237.52
P Dozer/Loader Operator Up To D6	2.00	HR	\$59.38	\$118.76
P Truck Driver	2.00	HR	\$55.95	\$111.91
P Pipe Layer [2]	2.00	HR	\$50.24	\$200.98
P Topman	2.00	HR	\$55.95	\$111.91
I Cat 336 Excavator	2.00	HR	\$183.97	\$367.94
I Cat 938G	2.00	HR	\$64.98	\$129.96
I Cat 305.5ECR	0.75	HR	\$63.73	\$47.80
I Rental Trench Box	2.00	HR	\$25.00	\$50.00
I Cat 289C	0.75	HR	\$39.00	\$29.25
I Connect To Existing Storm Pipe	1.00	LS	\$35.89	\$35.89
D 604 - CONNECT TO EXISTING MANHOLE	4.00	EACH	\$2,586.31	\$10,345.24
D Storm System Crew	4.00	EACH	\$2,586.31	\$10,345.24
I Pipe Mainline (2.00 PH/EACH, 1.00 DY)	4.00	EACH	\$2,056.31	\$8,225.24
I Cat 321 CLCR	8.00	HR	\$127.35	\$1,018.80
I Cat TL943C	3.00	HR	\$60.79	\$182.37
I 4000 Gal Water Truck	8.00	HR	\$150.00	\$1,200.00
I Crew Truck	8.00	HR	\$25.00	\$200.00
P Excavator Operator [2]	8.00	HR	\$59.38	\$950.07
P Dozer/Loader Operator Up To D6	8.00	HR	\$59.38	\$475.04
P Truck Driver	8.00	HR	\$55.95	\$447.63
P Pipe Layer [2]	8.00	HR	\$50.24	\$803.91
P Topman	8.00	HR	\$55.95	\$447.63
I Cat 336 Excavator	8.00	HR	\$183.97	\$1,471.76
I Cat 938G	8.00	HR	\$64.98	\$519.84
I Cat 305.5ECR	3.00	HR	\$63.73	\$191.19
I Rental Trench Box	8.00	HR	\$25.00	\$200.00
I Cat 289C	3.00	HR	\$39.00	\$117.00
I CONNECT TO EXISTING MANHOLE	4.00	EACH	\$530.00	\$2,120.00
D 606 - MATERIALS TESTING	1.00	LS	\$700.00	\$700.00
S Construction Testing & Inspections	1.00	LS	\$700.00	\$700.00



Add to work under red.

Remove

Remove

Direct Cost Totals

	Amount	Percent of Direct Cost
Labor:	\$17,193.90	42.08%
Equipment Owned:	\$16,728.12	40.94%
Equipment Rented:	\$650.00	1.59%
Materials Owned:	\$0.00	0.00%
Materials Purchased:	\$3,334.93	8.16%
Subcontracted:	\$700.00	1.71%
Trucking Owned:	\$0.00	0.00%
Trucking Hired:	\$0.00	0.00%
Miscellaneous:	\$2,250.00	5.51%
Plug:	\$0.00	0.00%
Direct Cost:	<u>\$40,856.95</u>	

BLUE			
CLASS	COST	MARKUP	PRICE
SUPERVISION	\$10,090.00	0%	\$ 10,090.00
LABOR/EQUIPMENT/MATERIALS	\$30,066.95	15%	\$ 34,576.99
MATERIALS TESTING	\$ 700.00	0%	\$ 700.00
		TOTAL	\$ 45,366.99

Remove



Cost Detail By Phase

Project Name: Coeur D'Alene Wastewater Utility C.2 Project	Customer: City of Coeur d'Alene
Job Number: 2461	Billing Address: Coeur d'Alene, ID
Bid As: Prime	
Estimator: Scott Foster	Phone:
Project Address: Coeur D'Alene, ID	Contact:
Completion Date:	

Pay Items

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
Phase: Base Bid Mullan Ave Gravity Sewer				
D 7 - 501.4.1.B.1 - Gravity Sewer - Size 24" - Type PVC ASTM 3034	1,014.00	LF	\$6.09	\$6,172.30
D Protect Existing Utilities	1.00	LS	\$6,172.30	\$6,172.30
General Labor Crew (0.10 DY/DY, 10.00 DY)	1.00	DY	\$5,642.30	\$5,642.30
General Laborer	30.00	HR	\$39.97	\$1,199.01
Crew Truck	30.00	HR	\$25.00	\$750.00
Cat 305.5ECR	30.00	HR	\$63.73	\$1,911.90
Excavator Operator	30.00	HR	\$59.38	\$1,781.39
Misc Materials	1.00	LS	\$530.00	\$530.00

DEDUCT OPTIONS			
CLASS	COST	MARKUP	PRICE
01 BID RETAIN AND PROTECT			\$ (6,172.30)
02 DEDUCT PIPE (USE LARIVIERE PIPE)			\$ (5,756.64)
		TOTAL	\$ (11,928.94)

Okay, pending City verification

TOTAL PRICE SUMMARY		
DESCRIPTION	PRICE	NOTES
RED	\$ 101,639.55	
BLUE	\$ -	REMOVED SCOPE
DEDUCT 01	\$ (6,172.30)	
TOTAL	\$ 95,467.25	INCLUDES RETAIN AND PROTECT DEDUCT



Cost Detail By Phase













































Project Name: Coeur D'Alene Wastewater Utility C.2 Project	Customer: City of Coeur d'Alene
Job Number: 2461	Billing Address: Coeur d'Alene, ID
Bid As: Prime	
Estimator: Scott Foster	Phone:
Project Address: Coeur D'Alene, ID	Contact:
Completion Date:	













































Pay Items








Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
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Phase: RED STORM SYSTEM CHANGE ORDER

D 501 - SUPERVISION	1.00	LS	\$17,234.98	\$17,234.98
D Supervision	7.00	DY	\$1,980.00	\$13,859.98
Supervision (8.00 PH/DY, 7.00 DY)	7.00	DY	\$1,980.00	\$13,859.98
Superintendent	56.00	HR	\$150.00	\$8,400.00
Foreman Truck	56.00	HR	\$25.00	\$1,400.00
Project Manager	16.00	HR	\$175.00	\$2,799.98
General Superintendent	6.00	HR	\$210.00	\$1,260.00
D Bond/Insurance	1.00	LS	\$3,375.00	\$3,375.00
Change Public Works Bond	1.00	LS	\$2,250.00	\$2,250.00
Change Liability Insurance	1.00	LS	\$1,125.00	\$1,125.00
D 502 - INSTALL 8 IN STORM PIPE	333.00	LF	\$72.05	\$23,992.71
D Storm System Crew	333.00	LF	\$72.05	\$23,992.71
Pipe Mainline (14.58 LF/PH, 2.85 DY)	333.00	LF	\$70.50	\$23,477.18
Cat 321 CLCR	22.83	HR	\$127.35	\$2,907.95
Cat TL943C	8.56	HR	\$60.79	\$520.54
4000 Gal Water Truck	22.83	HR	\$150.00	\$3,425.14
Crew Truck	22.83	HR	\$25.00	\$570.86
Excavator Operator [2]	22.83	HR	\$59.38	\$2,711.78
Dozer/Loader Operator Up To D6	22.83	HR	\$59.38	\$1,355.89
Truck Driver	22.83	HR	\$55.95	\$1,277.66
Pipe Layer [2]	22.83	HR	\$50.24	\$2,294.58
Topman	22.83	HR	\$55.95	\$1,277.66
Cat 336 Excavator	22.83	HR	\$183.97	\$4,200.82
Cat 938G	22.83	HR	\$64.98	\$1,483.77
Cat 305.5ECR	8.56	HR	\$63.73	\$545.71
Rental Trench Box	22.83	HR	\$25.00	\$570.86
Cat 289C	8.56	HR	\$39.00	\$333.95
Connection Fittings	1.00	LS	\$515.53	\$515.53

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
D 503 - INSTALL 12 IN STORM PIPE	52.00	LF	\$109.28	\$5,682.63
 Storm System Crew	52.00	LF	\$109.28	\$5,682.63
 Pipe Mainline (13.00 LF/PH, 0.50 DY)	52.00	LF	\$79.09	\$4,112.62
 Cat 321 CLCR	4.00	HR	\$127.35	\$509.40
 Cat TL943C	1.50	HR	\$60.79	\$91.19
 4000 Gal Water Truck	4.00	HR	\$150.00	\$600.00
 Crew Truck	4.00	HR	\$25.00	\$100.00
 Excavator Operator [2]	4.00	HR	\$59.38	\$475.04
 Dozer/Loader Operator Up To D6	4.00	HR	\$59.38	\$237.52
 Truck Driver	4.00	HR	\$55.95	\$223.82
 Pipe Layer [2]	4.00	HR	\$50.24	\$401.95
 Topman	4.00	HR	\$55.95	\$223.82
 Cat 336 Excavator	4.00	HR	\$183.97	\$735.88
 Cat 938G	4.00	HR	\$64.98	\$259.92
 Cat 305.5ECR	1.50	HR	\$63.73	\$95.60
 Rental Trench Box	4.00	HR	\$25.00	\$100.00
 Cat 289C	1.50	HR	\$39.00	\$58.50
 12" PVC Storm Pipe	56.00	LF	\$26.91	\$1,507.15
 Connection Fittings	1.00	LS	\$62.86	\$62.86
D 504 - CONNECT TO EXISTING 8 IN CONCRETE PIPE	1.00	EACH	\$2,586.31	\$2,586.31
 Storm System Crew	1.00	EACH	\$2,586.31	\$2,586.31
 Pipe Mainline (2.00 PH/EACH, 0.25 DY)	1.00	EACH	\$2,056.31	\$2,056.31
 Cat 321 CLCR	2.00	HR	\$127.35	\$254.70
 Cat TL943C	0.75	HR	\$60.79	\$45.59
 4000 Gal Water Truck	2.00	HR	\$150.00	\$300.00
 Crew Truck	2.00	HR	\$25.00	\$50.00
 Excavator Operator [2]	2.00	HR	\$59.38	\$237.52
 Dozer/Loader Operator Up To D6	2.00	HR	\$59.38	\$118.76
 Truck Driver	2.00	HR	\$55.95	\$111.91
 Pipe Layer [2]	2.00	HR	\$50.24	\$200.98
 Topman	2.00	HR	\$55.95	\$111.91
 Cat 336 Excavator	2.00	HR	\$183.97	\$367.94
 Cat 938G	2.00	HR	\$64.98	\$129.96
 Cat 305.5ECR	0.75	HR	\$63.73	\$47.80
 Rental Trench Box	2.00	HR	\$25.00	\$50.00
 Cat 289C	0.75	HR	\$39.00	\$29.25
 CONNECTION FITTINGS	1.00	LS	\$530.00	\$530.00
D 505 - CONNECT TO EXISTING 12 IN CONCRETE PIPE	1.00	EACH	\$2,533.09	\$2,533.09
 Storm System Crew	1.00	EACH	\$2,533.09	\$2,533.09
 Pipe Mainline (2.00 PH/EACH, 0.25 DY)	1.00	EACH	\$2,056.31	\$2,056.31
 Cat 321 CLCR	2.00	HR	\$127.35	\$254.70
 Cat TL943C	0.75	HR	\$60.79	\$45.59
 4000 Gal Water Truck	2.00	HR	\$150.00	\$300.00
 Crew Truck	2.00	HR	\$25.00	\$50.00
 Excavator Operator [2]	2.00	HR	\$59.38	\$237.52
 Dozer/Loader Operator Up To D6	2.00	HR	\$59.38	\$118.76
 Truck Driver	2.00	HR	\$55.95	\$111.91

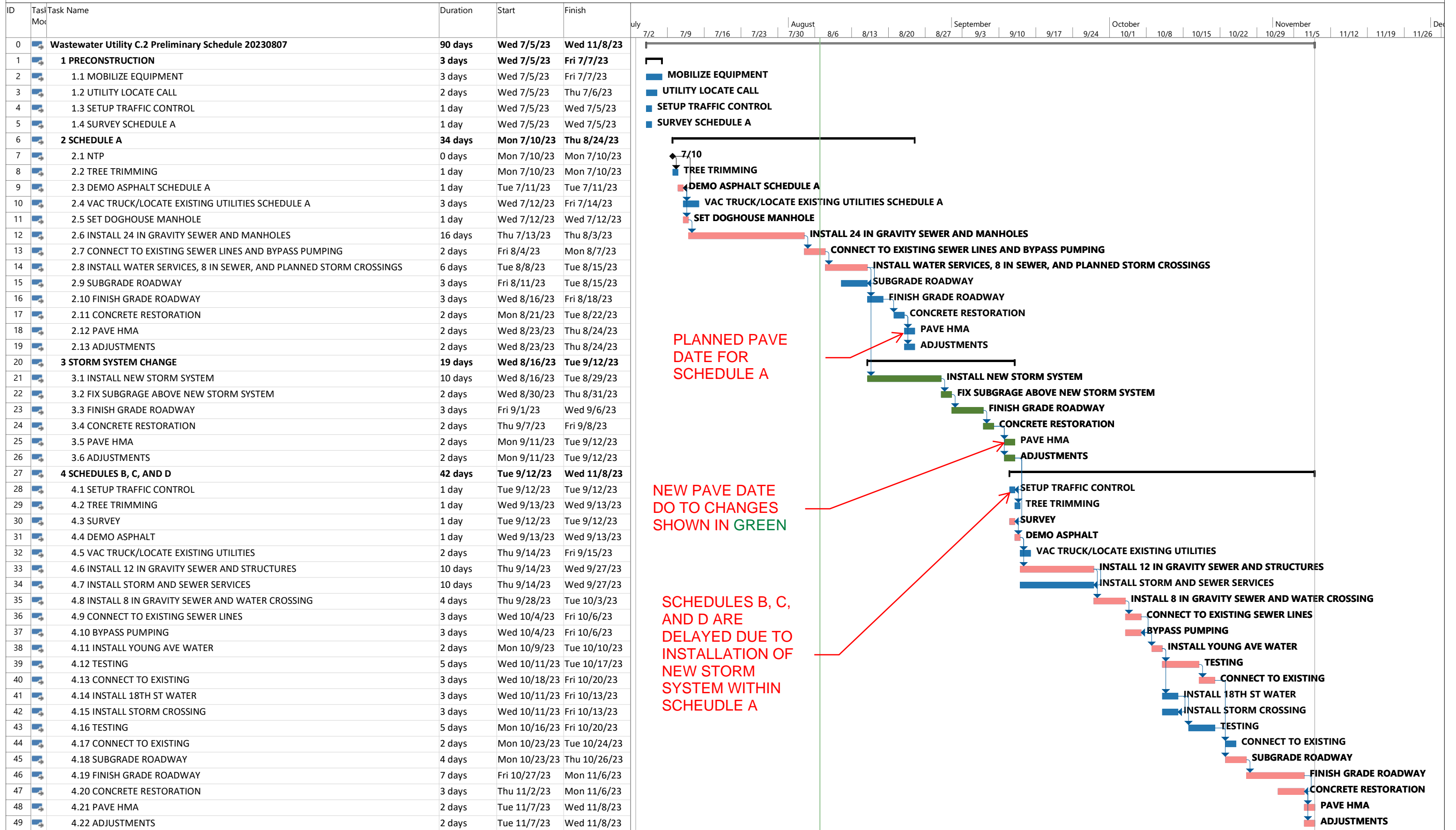
Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
<i>(Item 505 - CONNECT TO EXISTING 12 IN CONCRETE PIPE continued)</i>				
 Pipe Layer [2]	2.00	HR	\$50.24	\$200.98
 Topman	2.00	HR	\$55.95	\$111.91
 Cat 336 Excavator	2.00	HR	\$183.97	\$367.94
 Cat 938G	2.00	HR	\$64.98	\$129.96
 Cat 305.5ECR	0.75	HR	\$63.73	\$47.80
 Rental Trench Box	2.00	HR	\$25.00	\$50.00
 Cat 289C	0.75	HR	\$39.00	\$29.25
 Connect To Existing Storm Pipe	1.00	LS	\$476.78	\$476.78
D 506 - INSTALL STORM CATCH BASIN	4.00	EACH	\$8,282.83	\$33,131.33
 Storm System Crew - 1 & 2	2.00	EACH	\$5,564.02	\$11,128.05
 Pipe Mainline (4.00 PH/EACH, 1.00 DY)	2.00	EACH	\$4,112.62	\$8,225.24
 Cat 321 CLCR	8.00	HR	\$127.35	\$1,018.80
 Cat TL943C	3.00	HR	\$60.79	\$182.37
 4000 Gal Water Truck	8.00	HR	\$150.00	\$1,200.00
 Crew Truck	8.00	HR	\$25.00	\$200.00
 Excavator Operator [2]	8.00	HR	\$59.38	\$950.07
 Dozer/Loader Operator Up To D6	8.00	HR	\$59.38	\$475.04
 Truck Driver	8.00	HR	\$55.95	\$447.63
 Pipe Layer [2]	8.00	HR	\$50.24	\$803.91
 Topman	8.00	HR	\$55.95	\$447.63
 Cat 336 Excavator	8.00	HR	\$183.97	\$1,471.76
 Cat 938G	8.00	HR	\$64.98	\$519.84
 Cat 305.5ECR	3.00	HR	\$63.73	\$191.19
 Rental Trench Box	8.00	HR	\$25.00	\$200.00
 Cat 289C	3.00	HR	\$39.00	\$117.00
 PC Catch Basin	2.00	EACH	\$1,451.41	\$2,902.81
 Storm System Crew - 3 & 4	2.00	EACH	\$11,001.64	\$22,003.28
 Pipe Mainline (8.00 PH/EACH, 2.00 DY)	2.00	EACH	\$8,225.24	\$16,450.47
 Cat 321 CLCR	16.00	HR	\$127.35	\$2,037.60
 Cat TL943C	6.00	HR	\$60.79	\$364.74
 4000 Gal Water Truck	16.00	HR	\$150.00	\$2,400.00
 Crew Truck	16.00	HR	\$25.00	\$400.00
 Excavator Operator [2]	16.00	HR	\$59.38	\$1,900.15
 Dozer/Loader Operator Up To D6	16.00	HR	\$59.38	\$950.07
 Truck Driver	16.00	HR	\$55.95	\$895.26
 Pipe Layer [2]	16.00	HR	\$50.24	\$1,607.82
 Topman	16.00	HR	\$55.95	\$895.26
 Cat 336 Excavator	16.00	HR	\$183.97	\$2,943.52
 Cat 938G	16.00	HR	\$64.98	\$1,039.68
 Cat 305.5ECR	6.00	HR	\$63.73	\$382.38
 Rental Trench Box	16.00	HR	\$25.00	\$400.00
 Cat 289C	6.00	HR	\$39.00	\$234.00
 PC Catch Basin	2.00	EACH	\$1,451.41	\$2,902.81
 CONNECTION FITTINGS	5.00	LS	\$530.00	\$2,650.00
D 507 - CATCH BASIN ADJUSTMENTS	4.00	EACH	\$1,062.96	\$4,251.83
 Adjustment Crew	4.00	EACH	\$1,062.96	\$4,251.83

Description	Quantity	UM	Unit Direct Cost	Total Direct Cost
<i>(Item 507 - CATCH BASIN ADJUSTMENTS continued)</i>				
 Pipe Mainline (3.00 PH/EACH, 1.50 DY)	4.00	EACH	\$930.46	\$3,721.83
 Crew Truck	12.00	HR	\$25.00	\$300.00
 Pipe Layer [2]	12.00	HR	\$50.24	\$1,205.86
 Topman	12.00	HR	\$55.95	\$671.45
 Cat 938G	12.00	HR	\$64.98	\$779.76
 Cat 305.5ECR	12.00	HR	\$63.73	\$764.76
 Grout And Misc.	1.00	LS	\$530.00	\$530.00
D 509 - MATERIALS TESTING	1.00	LS	\$1,400.00	\$1,400.00
S Construction Testing & Inspections	1.00	LS	\$1,400.00	\$1,400.00

Direct Cost Totals

	Amount	Percent of Direct Cost
Labor:	\$35,751.97	39.37%
Equipment Owned:	\$36,837.10	40.56%
Equipment Rented:	\$1,370.86	1.51%
Materials Owned:	\$0.00	0.00%
Materials Purchased:	\$12,077.94	13.30%
Subcontracted:	\$1,400.00	1.54%
Trucking Owned:	\$0.00	0.00%
Trucking Hired:	\$0.00	0.00%
Miscellaneous:	\$3,375.00	3.72%
Plug:	\$0.00	0.00%
Direct Cost:	\$90,812.87	

RED			
CLASS	COST	MARKUP	PRICE
SUPERVISION	\$17,234.98	0%	\$ 17,234.98
LABOR/EQUIPMENT/MATERIALS	\$72,177.89	15%	\$ 83,004.57
MATERIALS TESTING	\$ 1,400.00	0%	\$ 1,400.00
		TOTAL	\$ 101,639.55



PLANNED PAVE DATE FOR SCHEDULE A

NEW PAVE DATE DO TO CHANGES SHOWN IN GREEN

SCHEDULES B, C, AND D ARE DELAYED DUE TO INSTALLATION OF NEW STORM SYSTEM WITHIN SCHEDULE A

Jessica Waller

From: Paul Loska <paull@lariviere.co>
Sent: Thursday, August 10, 2023 7:00 AM
To: Jessica Waller
Cc: Logan Sorensen
Subject: [EXTERNAL] Schedule's B, C, and D

External Email - This Message originated from outside J-U-B ENGINEERS, Inc.



Jessica,

Would the JUB/City allow a variance to the specification below mandating the completion in entirety of Schedule A before starting B, C, and D?

I would like to schedule the roadway grinding for the end of August, move Jerry's crew to B, C, and D, and use a separate grade crew to finish A.

I am very concerned about a November pave and the temperature standards the City uses.

- **Section 5 Special Provisions**

- SP-00100 Measurement and Payment Descriptions
- SP-01010 Summary of Work
 - Work Sequence (1.5.A.1)
 - Completion of all submittals prior to mobilization.
 - Completion of the Base Bid (Schedule A) in its entire beginning work on the Additive Alternate (Schedule:

Thanks,
Paul Loska, P.E.
17564 N. Dylan Ct. | Rathdrum, ID. 83858
Cell (760) 975-9550 | Paull@Lariviere.co



LARIVIERE, INC.

PROJECT:		CITY OF CDA WASTEWATER C.2		FIRST WEEK							SECOND WEEK							THIRD WEEK						
START DATE:		14-Aug																						
END DATE:		3-Sep																						
				14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3
CONTRACTOR	ACTIVITY DESCRIPTION	PHASE		M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S
	JERRY PATTY																							
TLA	INSTALL WATER SERVICES	A																						
TLA	INSTALL 8 IN GRAVITY SEWER	A																						
TLA	INSTALL STORM SYSTEM	A																						
PORTER YETT	GRIND ROADWAY	B/C/D																						
TLA	GRADE ROADWAY, PREP FOR PAVE	A																						
TLA	INSTALL YOUNG AVE SEWER	B																						
CDA PAVING	PAVE SCHEDULE A (MULLAN AVE): 09/12 AND 09/13	A																						

PUBLIC WORKS CONSTRUCTION CONTRACT
for
Atlas Park Fiber Project

THIS CONTRACT is made and entered into this 19th day of September, 2023, between the **CITY OF COEUR D'ALENE**, Kootenai County, Idaho, a municipal corporation duly organized and existing under and by virtue of the laws of the state of Idaho, hereinafter referred to as “the **CITY**,” and **THORCO, INC.**, a corporation duly organized and existing under and by virtue of the laws of the state of Idaho, with its principal place of business at 4950 N. Manufacturing Way, Coeur d’Alene, Idaho, hereinafter referred to as “**CONTRACTOR**.”

W I T N E S S E T H:

WHEREAS, after complying with State purchasing laws and the **CITY**’s Purchasing Policy, **CONTRACTOR** was determined to be the lowest responsible bidder; and

WHEREAS, it was deemed to be in the best interests of the **CITY** to accept the lowest responsible bid; and

WHEREAS, **CONTRACTOR** has been awarded the Contract for installation of approximately Four Thousand feet (4,000') of conduit and fiber line, between Atlas Park and Northwest Boulevard signal cabinet, hereinafter referred to as the “Scope of Work,” which is incorporated herein by reference.

NOW, THEREFORE,

IT IS AGREED that, for and in consideration of the covenants and agreements made and to be performed by the **CITY** as set forth herein, **CONTRACTOR** shall complete the Work, furnishing all labor and materials therefor according to the Scope of Work. All material shall be of the high standard required by and approved by the **CITY**, and all labor performed shall be of first-class workmanship.

CONTRACTOR agrees to receive and accept, as full compensation for furnishing all labor and materials for the Work, an amount equal to the sum of the total for the items list in Scope of Work. The total for each item in the Bid Schedule shall be calculated by determining the actual quantity of each item and multiplying that actual quantity by the unit price bid by the **CONTRACTOR** for that item in the Bid Schedule. The total amount of the contract shall not exceed Eighty-five Thousand Seven Hundred Ninety-three and /100 Dollars (\$85,793.00). For additions or deductions to the Contract amount, the unit prices as set forth in the written bid of **CONTRACTOR** are hereby made part of this Contract.

A request for a progress payment must be submitted by the 10th of the month for work done in the previous calendar month. Payment shall be made by the end of that calendar month on a duly

certified estimate of the work completed in the previous calendar month less five percent (5%) retainage. Final payment shall be made within thirty (30) days after completion of all work and acceptance by the City Council, provided that **CONTRACTOR** has obtained from the Idaho State Tax Commission and submitted to the **CITY** a release of liability for taxes (Form 10-248-79).

The Work shall be completed by October 31, 2023, hereinafter referred to as “Contract Time.” The Contract Time shall commence when the Work is actually commenced, but in any event no later than 10 days after the date of the Notice to Proceed issued by the **CITY**.

CONTRACTOR acknowledges that time is of the essence in this Contract and the failure of **CONTRACTOR** to complete the Work within the time allowed shall result in damages being sustained by the **CITY**. Such damages are, and will continue to be, impractical and extremely difficult to determine. Therefore, in the event **CONTRACTOR** shall fail to complete the Work within the Contract Time, **CONTRACTOR** shall pay to the **CITY**, or the **CITY** may withhold from monies due **CONTRACTOR**, liquidated damages at the rate of Five-hundred and No/100 Dollars (\$500.00) per calendar day, which sums shall not be construed as a penalty.

CONTRACTOR shall indemnify, defend, and hold the **CITY** harmless from any and all claims arising from **CONTRACTOR**'s actions or omissions in performance of this Contract, including the actions and omissions of **CONTRACTOR**'s employees, representatives, agents, and subcontractors. In addition, **CONTRACTOR** shall maintain liability insurance naming the **CITY** as an additional insured, and not merely a “certificate holder,” in the amount of at least Five Hundred Thousand Dollars (\$500,000.00) for property damage or for bodily or personal injury, death, or loss as a result of any one occurrence or accident. It is the **CITY**'s intent, and **CONTRACTOR**'s agreement, that **CONTRACTOR**'s liability insurance shall have limits of not less than those provided for by Idaho Code § 6-924. A certificate of insurance shall further provide at least thirty (30) days' written notice to the **CITY** prior to cancellation of the policy.

CONTRACTOR agrees to maintain Worker's Compensation coverage on all employees, including the employees of subcontractors, during the term of this Contract as required by Title 72, Idaho Code. In addition to a certificate of insurance, **CONTRACTOR** shall furnish to the **CITY**, prior to commencement of the work, such evidence as the **CITY** may require guaranteeing contributions which will come due under the Employment Security Law including, at the option of the **CITY**, a surety bond in an amount sufficient to make such payments. Should **CONTRACTOR** fail to maintain the required Worker's Compensation insurance during the entire term hereof, **CONTRACTOR** shall indemnify the **CITY** against any loss resulting to the **CITY** from such failure, either by way of compensation or additional premium liability.

Certificates of all insurance required by this Contract shall be filed with the City Clerk.

Pursuant to Idaho Code § 44-1002, ninety-five percent (95%) of the employees engaged by **CONTRACTOR** for the Work shall be bona fide Idaho residents; PROVIDED, where fifty (50) or fewer persons are employed by **CONTRACTOR** for the Work, up to ten percent (10%) may be

nonresidents of Idaho; PROVIDED FURTHER, in all cases **CONTRACTOR** shall give preference to the employment of bona fide Idaho residents in the performance of the Work.

In consideration of the award of this Contract to **CONTRACTOR**, and in recognition that the business in which **CONTRACTOR** is engaged is of a transitory character and that **CONTRACTOR**'s property may be outside the state of Idaho when taxes, excises or license fees to which **CONTRACTOR** is liable become payable, **CONTRACTOR** further agrees:

1. To pay promptly when due all taxes (other than on real property), excises and license fees due to the State of Idaho, its subdivisions, and municipal and quasi-municipal corporations therein, accrued or accruing during the term of this Contract, whether or not the same shall be payable at the end of such term; and
2. That, if the said taxes, excises and license fees are not payable at the end of said term but liability for said payment thereof exists, even though the same may constitute a lien upon **CONTRACTOR**'s property, **CONTRACTOR** shall secure the same to the satisfaction of the officers charged with the collection thereof; and
3. That, in the event of a default in the payment or securing of such taxes, excises and license fees, **CONTRACTOR** consents that the **CITY** may withhold from any payment due **CONTRACTOR** hereunder the estimated amount of such accrued and accruing taxes, excises and license fees for the benefit of all taxing units to which said **CONTRACTOR** may be liable.

CONTRACTOR further agrees to comply will all the requirements of **Attachment 1**, which is incorporated herein by reference.

Pursuant to Idaho Code § 67-2359, **CONTRACTOR** certifies that it is not currently owned or operated by the government of the People's Republic of China and will not, for the duration of this Contract, be owned or operated by the government of People's Republic of China.

For the faithful performance of this contract in accordance with the contract documents and payment for all labor and materials, **CONTRACTOR** shall execute good and sufficient performance bond and payment bond in a form acceptable to the City Attorney each in the amount of one hundred percent (100%) of the total amount of the bid as hereinbefore stated, said bonds to be executed by a surety company authorized to do business in the state of Idaho.

THIS Contract, with all of its forms, specifications and stipulations, shall be binding upon the parties hereto, their successors and assigns. However, **CONTRACTOR** shall not assign this contract, or any part thereof, without the prior written consent of the **CITY**.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Coeur d'Alene have executed this contract on behalf of said **CITY**, and the **CONTRACTOR** has caused the same to be signed by its President, the day and year first above written.

CITY OF COEUR D'ALENE

THORCO, INC.

By _____
James Hammond, Mayor

By: _____
_____ (printed name)
_____ (title)

ATTEST:

Renata McLeod, City Clerk

Attachment 1

This Attachment is to be inserted in every contract subject to Title VI of the Civil Rights Act of 1964 and associated Regulations.

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. Compliance with Regulations

The contractor shall comply with the Regulations relative to non-discrimination in federally assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination

The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Sub-contracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to non-discrimination on the grounds of race, color, sex, or national origin.

4. Information and Reports

The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to ITD or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Non-compliance

In the event of the contractor’s non-compliance with the non-discrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:

- Withholding of payments to the contractor under the contract until the contractor complies, and/or;
- Cancellation, termination, or suspension of the contract, in whole or in part.

Incorporation of Provisions

The contractor shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request ITD enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

Scope of Work

Atlas Fiber Project, connection via Seltice Way to Northwest Boulevard

- To install the fiber conduit by plowing methods and a few isolated bores.
- Install three vaults and install junction boxes at 500’ intervals between vaults.
- Install approximately 4000’ of 72 fiber cable between the Atlas Park maintenance building and the NW Blvd signal cabinet.
- Install a 12-fiber cable between the Riverstone signal cabinet and the trail vault as well as the maintenance building and the restroom building in the park.

No splicing or terminations are included in this work.

Additional exclusions: Traffic control as required along westbound Seltice for potholing/backfilling operations, asphalt patching as necessary, landscape repair and irrigation repair. Boxes and pipe between the path vault and the restroom and maintenance buildings are assumed to be in place and functional.

The following is a summary of the costs:

Vaults (3)	\$ 14,550.00
Pull Boxes (5)	\$ 9,750.00
Bore Hillside and Bore path	\$ 5,285.00
NW Blvd. box and revisions	\$ 3,891.00
Riverstone boxes and Revisions	\$ 4,677.00
Plow, Equipment, Labor and Pipe	\$ 17,265.00
Revisions at West Path Box	\$ 965.00
1” Irrigation pipe and install	\$ 1,985.00
Fiber Install	\$ 26,325.00
Backfill behind Vac Truck	\$ 1,100.00
Total Project	\$ 85,793.00

OTHER BUSINESS

**CITY COUNCIL
STAFF REPORT**

DATE: SEPTEMBER 19, 2023

FROM: MELISSA TOSI; HUMAN RESOURCES DIRECTOR

SUBJECT: PERSONNEL RULE AMENDMENTS

Decision Point: Should Council approve amendments for Rule 26 – Appointed Officers and Department Heads, and Rule 27 – FLSA Exempt Employees?

History: In 2004, the vacation accruals for department heads were established in a new personnel rule specific to Department Heads. The vacation accruals were extended over fifteen years before the employee would reach the maximum of twenty hours per month. Over the years through collective bargaining with the other employee groups, the City’s negotiation team attempted to extend the other groups’ vacation accruals from reaching the current maximum of ten years to the same fifteen-year accrual, but has not been successful. As vacation accruals are a key recruiting tool, and for equity with other employees, this proposal is to match Department Head accruals with the rest of the City’s forty-hour employees.

For both Department Heads and FLSA exempt employees, the benefit for their Sick Leave Option 1/sick leave repurchase will remain the same. However, instead of receiving a taxed check for the benefit, the payment will be distributed directly into their HRA VEBA account. Currently Lake City Employee’s Association (LCEA) also has their sick leave repurchase contributions placed into their HRA VEBA account. The Department Heads were unanimous with preferring the HRA VEBA payment method. Of the rest of the FLSA exempt employees, 87% preferred the HRA VEBA contribution versus 13% preferred keeping the taxed check option.

For both Department Heads and FLSA exempt employees, the proposed change to the cost-of-living increase will be based on the budget process and what is approved by Council instead of listing an actual percentage that may require a change to the Rules on an annual basis. Generally, Council’s policy has been to approve the same cost-of-living increase to exempt employees as what is negotiated with LCEA in order to keep the overall general employee pay schedule whole (pay grades 1-22). Additionally, since we are now on a bi-weekly pay schedule, cost-of-living increases will occur at the beginning of the pay period that includes October 1.

These proposed amendments to the Personnel Rules have been discussed by the Executive Team and posted for all employees to review.

Financial: There are no changes to costs associated with the Personnel Rule amendments. However, paying the sick leave repurchase into the employees’ HRA VEBA will actually save the City Social Security and Medicare taxes.

Performance Analysis: Authorizing the above noted Personnel Rule amendments will provide equity within departments, and an up-to-date policy with clear and consistent information.

Decision Point/Recommendation: Council should approve the amendments for Rule 26 – Appointed Officers and Department Heads, and Rule 27 – FLSA Exempt Employees.



Rule 26 – Department Heads Vacation Accrual Rate

Current

1st – 3rd year: 8 hrs p/mth
4th – 10th year: 12 hrs p/mth
11th – 15th year: 16 hrs p/mth
After 15 years: 20 hrs p/mth

Proposed

1st – 3rd year: 8 hrs p/mth
4th – 5th year: 12 hrs p/mth
6th – 10th year: 16 hrs p/mth
After 10 years: 20 hrs p/mth

Proposed accrual years will match the other Exempt employees, LCEA, Police and 40 hour Fire.



Rule 26 & 27 – DH/Exempt Employees Sick Leave Compensation (Option 1/Sick Leave Repurchase)

Current

Payment paid through payroll,
applicable to all taxes

Proposed

Payment distributed into employee's
HRA VEBA account (tax-free)

Payout Example

Current: \$2,461.20 gross payout
= \$1,456.90 net
(Federal & State Income Tax, FICA, Medicare, PERSI)

Proposed: \$2,461.20 gross payout
= \$2,461.20 contribution into HRA VEBA



Rule 26 & 27 – DH/Exempt Employees Cost of Living Increases

Current

Will receive annual cost of
living increases of 2.5%.

Proposed

Will receive annual cost of living
increases as approved by Council.

**Cost of living increases will be effective at the beginning of the pay period that includes October 1 (due to 2023 established bi-weekly pay schedule).*



RESOLUTION NO. 23-070

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING CITY OF COEUR D'ALENE PERSONNEL RULE 26: APPOINTED OFFICERS AND DEPARTMENT HEADS, AND RULE 27: FLSA EXEMPT EMPLOYEES.

WHEREAS, the need to revise Personnel Rules 26 and 27 has been deemed necessary by the City Council and the Human Resources Director; and

WHEREAS, said the amendments to Personnel Rules 26 and 27 have been properly posted ten (10) days prior to this Council Meeting; and

WHEREAS, the employee bargaining units of the City have approved the amendments; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof that the amendments to Personnel Rules 26 and 27, attached hereto as Exhibit "A," be adopted.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the amendments to Personnel Rules 26 and 27, attached hereto as Exhibit "A," be and are hereby adopted.

DATED this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by , Seconded by , to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER MILLER	Voted
COUNCIL MEMBER ENGLISH	Voted
COUNCIL MEMBER GOOKIN	Voted
COUNCIL MEMBER EVANS	Voted
COUNCIL MEMBER MCEVERS	Voted
COUNCIL MEMBER WOOD	Voted

RULE 26: APPOINTED OFFICERS AND DEPARTMENT HEADS

SECTION 1. Purpose/Intent

The purpose of this rule is to establish consistent rules and policies for appointed officers and Department Heads as defined herein.

SECTION 2. Definitions

For the purposes of this section, the following terms have the following meanings:

- (a) **Appointed Officers**: The City Administrator, City Attorney, City Clerk and City Finance Director.
- (b) **Department Heads**: All appointed officers and the Community Planning Director, Fire Chief, Human Resources Director, Library Director, Parks and Recreation Director, Police Chief, Director of Engineering and Streets, Wastewater Superintendent and Water Superintendent.
- (c) **City Administrator**: The person appointed by the Mayor and approved by the City Council to fill the position of City Administrator in the adopted classification and compensation plan.
- (d) **Library Director**: The person appointed by the Library Board of Trustees to fill the position of Library Director in the adopted classification and compensation plan.

SECTION 3. Conditions of Employment

- (a) **FLSA Exempt**: Department Heads are executive exempt employees under the Fair Labor Standards and are ineligible to receive compensatory or overtime pay.
- (b) **At Will**: Unless specifically agreed to in writing and approved by the city council, Department Heads are at-will employees, with no right to continued employment or employment benefits. This section is not a contract of employment and is not intended to specify the duration of employment or limit the reasons for which a Department Head may be discharged. All provisions of this section will be interpreted in a manner consistent with this paragraph. In the event of any irreconcilable inconsistencies, the terms of this paragraph will prevail. Only a written contract expressly authorized by the city council can alter the at-will nature of Department Heads employment by the City, notwithstanding anything said by the Mayor or City Council. The framework for disciplinary actions and termination contained in this section guides the processes to be taken when a Department Head violates employment policies or fails to adequately perform his/her duties but are not required. Similarly, progressive steps may be implemented in order to encourage improved performance or attitude, but are not required.
- (c) **Residency**: At the discretion of the City Administrator, Department Heads may be required to reside within a twenty (20) minute driving response time to the city

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limits.

- (d) Duties: Department Head duties and responsibilities are outlined in the adopted job description for each position.
- (e) Application of Personnel Rules: Department Heads are subject to the following personnel rules unless otherwise modified by this section:
 - (1) Rule 1, Section 11, Standards of Conduct;
 - (2) Rule 11, Section 4, Sick Leave;
 - (3) Rule 11, Section 5, Bereavement Leave;
 - (4) Rule 11, Section 6, Military Leave;
 - (5) Rule 11, Section 8, Witness and Jury Leave;
 - (6) Rule 11, Section 10, Holidays;
 - (7) Rule 11, Section 11, Family and Medical Leave;
 - (8) Rule 11, Section 12, Retirement Medical Benefit;
 - (9) Rule 19, City Property;
 - (10) Rule 20, Authorization and Procedures for Expense Reimbursement;
 - (11) Rule 22, Drug Policy;
 - (12) Rule 23, Workplace Discrimination, Harassment and Retaliation;
 - (13) Rule 24, Workplace Violence Prevention; and
 - (13) Any other rule that, by its terms, is specifically applicable to Department Heads.
- (f) In addition to the personnel rules listed above, Department Heads must follow all policies and procedures applicable to them that are approved by the city council by resolution.

SECTION 4. Initial Appointment

- (a) Appointment:
 - (1) Department Heads (Excluding Appointed Officers and Library Director): Department Heads are appointed by the City Administrator in consultation with the Mayor and the Human Resources Director. The Mayor and a representative of the City Council may serve on the selection committee.
 - (2) Library Director: The Library Director is appointed by the Board of Library Trustees as provided by I.C. 33-2607 and 33-2608.
 - (3) Appointed Officers: Appointed officers are appointed by the Mayor and confirmed by the City Council as provided by I.C. 50-204 and 50-205. In selecting a candidate for appointment the Mayor will consult with the Human Resources Director.
- (b) Compensation: Department Heads will be appointed and paid a salary within the range identified in the currently adopted classification and compensation plan.
- (c) Promotional Appointments: Current city employees who are promoted to a Department Head position will receive a minimum of a 10% salary increase and must use any accrued compensatory time at a rate of at least 40 hours a year until the accrued compensatory leave balance is exhausted.
- (d) Vacation Accrual Credit for Past Work Experience: A newly hired Department Head may be given credit for vacation accrual based on past similar work experience. In order to qualify, the new Department Head must provide their

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previous job description and any other relevant information to the Human Resources Director who will review the information to determine if the prior position was sufficiently similar to the adopted job description for the position to warrant vacation accrual credit for the past work experience.

SECTION 5. Benefits

(a) Vacation:

(1) Accrual Rate: Vacation accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. Vacation leave for Department Heads will accrue as follows:

- (i) 1st through 3rd Year of Service: 8 hours of leave accrues for each complete month of service; accrued at a rate of four (4) hours per pay period.
- (ii) 4th through 5th 10th-Year of Service: 12 hours of leave accrues for each complete month of service; accrued at a rate of six (6) hours per pay period.
- (iii) 6th 11th through 10th 15th-Year of Service: 16 hours of leave accrues for each complete month of service; accrued at a rate of eight (8) hours per pay period.
- (iv) After ten (10) 16 or More Years of Service: 20 hours of leave accrues for each complete month of service; accrued at a rate of ten (10) hours per pay period.

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~~(2) Existing Accrual Rate: Department Heads currently accruing leave at a higher rate will continue to accrue leave at their current rate. Future accrual increases will be based on the schedule above.~~

~~(23)~~ Maximum Vacation Accrual: Department Heads may not accumulate more than 360 hours of vacation leave. Any excess vacation leave as of October 1st of each year will be forfeited unless used by January 15th of the following year unless otherwise approved by the City Administrator in writing.

~~(34)~~ Vacation Accrual During Leave: No vacation leave will be accrued after 60 consecutive days of absence.

~~(45)~~ Reporting Usage: Vacation usage must be reported on time records in half day increments.

(b) Sick Leave:

(1) Accrual Rate: Sick leave accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. Department Heads will accrue ten (10) hours for each month of service; accrued at a rate of five (5) hours per pay period.

(2) Reporting Usage: Sick leave usage must be reported on time records in half day increments.

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(3) Sick Leave Bank: Department Heads are eligible to participate in the sick leave bank.

(4) Maximum Sick Leave Accrual: Department Heads may not accumulate more sick leave than is allowed for other employees as outlined in Rule 11, Section 4.

(5) Compensation for Sick Leave: Department Heads may select either of the two options for compensation for excess sick leave contained in Rule 11, Section 4.

(i) If employee selects Option 1: Employees having accumulated more than the usable balance of sick leave shall be paid for thirty-three and one-third percent (33 1/3%) of the excess leave forfeited on October 1 of each year, and such payment shall be distributed directly into the employee's HRA VEBA account.

(ii) Sick Leave Balance upon Retirement: Sick leave accruals paid out at retirement will be deposited into the Department Head's HRA VEBA account.

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(c) Compensation/Performance Based Salary Increases:

(1) Department Heads (Excluding City Administrator and Library Director): All Department Heads are eligible for a pay increase of up to 8% twelve months after their appointment date and annually thereafter based on a performance evaluation by the City Administrator. The City Administrator will consult with the Human Resources Director in performing the evaluation. If the Department Head disagrees with the evaluation, the Department Head may request that the Mayor review the evaluation.

(2) City Administrator: The City Administrator is eligible for a pay increase of up to 8% twelve months after his or her appointment date and annually thereafter based on a performance evaluation by the Mayor. The Mayor will consult with the Human Resources Director in performing the evaluation.

(3) Library Director: The Library Director is eligible for a pay increase of up to 8% twelve months after his or her appointment date and annually thereafter based on a performance evaluation by the library board of trustees in conjunction with the City Administrator.

(4) Maximum Salary: Department Head salaries cannot exceed the maximum amount authorized in the currently adopted classification and compensation plan.

(d) Cost of Living Increases: In addition to performance-based salary increases, Department Heads will receive annual cost of living increases as approved by Council of 2.5%. Cost of living increases will be effective at the beginning of the pay period that includes on October 1st.

(e) Car Assignment: The City Administrator will authorize car assignments based upon adopted city policies for vehicle assignment and usage. The Department Head must follow all adopted city policies for vehicle usage.

(f) Severance: The city will provide four (4) months of salary and continuation of the benefits listed in subsection (5)(g) below, to Department Heads except when

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the Department Head voluntarily retires or resigns or is discharged from employment during the first year of employment or as a result of a felony conviction.

- (g) Additional Benefits: Department Heads will receive the same VEBA, medical, dental and vision insurance, Social Security (F.I.C.A.), PERSI, life insurance, and long term disability insurance authorized by the council for the employees represented by LCEA.

SECTION 6. Organization and Supervision

- (a) Department Heads (Excluding Appointed Officers and Library Director): Department Heads are supervised by the City Administrator.
- (b) Library Director: For organizational purposes, the Library Director coordinates work assignments and reports to the City Administrator. However, the Library Director serves at the pleasure of the Board of Library Trustees and is supervised and evaluated by the Board.
- (c) Appointed Officers (Excluding the City Administrator): For organizational purposes, the appointed officers (excluding the City Administrator) coordinate work assignments, report to, and receive performance evaluations from the City Administrator. However, appointed officers serve at the pleasure of the Mayor and City Council.
- (d) City Administrator: The City Administrator reports to, and is supervised by, the Mayor. The City Administrator serves at the pleasure of the Mayor and City Council.

SECTION 7. Termination of Employment

- (a) Department Heads (Excluding Appointed Officers and Library Director): Department Heads may be terminated by the City Administrator in consultation with the City Attorney and Human Resources Director. The Department Head may request that the Mayor and City Council review the decision to terminate his or her employment prior to the termination becoming final by filing a written request with the Human Resources Director within 2 business days after receiving written notice of the City Administrator's decision to terminate his or her employment. Prior to the City Council's vote to approve the City Administrator's termination of a Department Head, the Department Head will be provided an opportunity to address the Mayor and City Council and present information concerning his or her pending termination. The City Council may discuss the matter in Executive Session, pursuant to Idaho Code §74-206(1)(b), however the vote on the matter must occur in an open meeting. The Mayor shall not vote except in the case of a tie vote. The City Council shall vote on the matter at the meeting at which the evidence and argument is completed or at the next regularly scheduled meeting, but no later.
- (b) Appointed Officers: Appointed officials will be terminated in accordance with I.C. 50-206. The Mayor and/or City Council will make the determination to terminate the appointed officer in consultation with the City Attorney and Human

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Resources Director. Prior to the City Council's vote to approve the Mayor's termination of an appointment officer or to initiate the termination of an appointed officer, the officer will be provided with an opportunity to address the Mayor and City council and present information concerning his or her pending termination.

- (c) Library Director: The Library Director may be terminated by the Library Board of Trustees in consultation with the City Attorney, Human Resources Director and City Administrator consistent with the Board of Trustees' adopted by-laws and I.C. 33-2606 and I.C. 33-2608.

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RULE 27: FLSA EXEMPT EMPLOYEES

SECTION 1. Purpose/Intent

The purpose of this rule is to establish consistent rules and policies for FLSA exempt employees other than Department Heads.

SECTION 2. Definitions

For the purpose of this section, the following term has the following meaning:

- (a) **FLSA Exempt**: Employees responsible for management within a city department, and under the day to day guidance and supervision of the Department Head, includes the following positions: Accountant, Assistant Street & Engineering Superintendent, Assistant Wastewater Superintendent, Assistant Water Superintendent, Senior Planner, Attorneys, Comptroller, Deputy Fire Chiefs, IT Network Administrator, Network Specialist, IT Database Application Developer, IT Systems Analyst Coordinator, Police Captains, Project Coordinator, Assistant Project Manager, Project Managers, Building Official, City Engineer/Lead Project Manager, Parks Superintendent, Recreation Superintendent and Capital Program Manager.

SECTION 3. Conditions of Employment

- (a) **FLSA Exempt**: FLSA exempt employees are classified as exempt employees under the Fair Labor Standards Act and are ineligible to receive compensatory or overtime pay.
- (b) **Residency**: At the discretion of the city administrator, certain FLSA exempt employees may be required to reside within a twenty (20) minute driving response time to the city limits.
- (c) **Duties**: FLSA exempt employees' duties and responsibilities are outlined in the adopted job description for each position.
- (d) **Application of Personnel Rules**: FLSA exempt employees are regulated by the personnel rules except as specifically provided by this rule or as otherwise provided by a written agreement.
- (e) FLSA exempt employees follow the observed Holidays listed in Rule 11, Section 10.
- (f) In addition to the personnel rules, FLSA exempt employees must follow all policies and procedures applicable to them that are approved by the City Council by resolution.

SECTION 4. Appointment

- (a) **Compensation**: FLSA exempt employees will be appointed and paid a salary within the range identified in the currently adopted classification and

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compensation plan.

- (b) Promotional Appointments: Current city employees who are promoted to a FLSA exempt position will receive a minimum of a 10% salary increase and must use any accrued compensatory time at a rate of at least 40 hours a year until the accrued compensatory leave balance is exhausted.

SECTION 5. Benefits

(a) Vacation:

- (1) Accrual Rate: Vacation accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. Vacation leave for FLSA exempt employees will accrue as follows:
 - (i) 1st through 3rd Year of Service: 8 hours of leave accrues for each complete month of service; accrued at a rate of four (4) hours per pay period.
 - (ii) 4th through 5th Year of Service: 12 hours of leave accrues for each complete month of service; accrued at a rate of six (6) hours per pay period.
 - (iii) 6th through 10th Year of Service: 16 hours of leave accrues for each complete month of service; accrued at a rate of eight (8) hours per pay period.
 - (iv) After ten (10) or more Years of Service: 20 hours of leave accrues for each complete month of service; accrued at a rate of ten (10) hours per pay period.
- (2) Existing Accrual Rate: The employee will not lose any vacation leave accrued at the time the employee becomes an exempt employee.
- (3) Maximum Vacation Accrual: FLSA exempt employees may not accumulate more than 360 hours of vacation leave. Any excess vacation leave as of October 1st of each year will be forfeited unless used by January 15th of the following year unless otherwise approved by the city administrator in writing.
- (4) Vacation Accrual During Leave: No vacation leave will be accrued after 60 consecutive days of absence.
- (5) Reporting Usage: Vacation usage must be reported on time records in half day increments.

(b) Sick Leave:

- (1) Accrual Rate: Sick leave accruals will be earned over twenty-four (24) pay periods rather than twenty-six (26) pay periods. This means in the two months when employees receive three wage disbursements, employees will not receive accruals on the third disbursement. FLSA exempt employees will accrue ten (10) hours for each month of service; accrued at a rate of five (5) hours per pay period.
- (2) Reporting Usage: Sick leave usage must be reported on time records in

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- half day increments.
- (3) Sick Leave Bank: FLSA exempt employees are eligible to participate in the sick leave bank.
- (4) Maximum Sick Leave Accrual: FLSA exempt employees may not accumulate more sick leave than is allowed for other employees as outlined in Rule 11, Section 4. FLSA exempt employees may select either of the two options for compensation for excess sick leave contained in Rule 11, Section 4. will not receive compensation for accumulated sick leave unless the FLSA exempt employee retires from the City of Coeur d'Alene pursuant to the provisions of Idaho Code. The FLSA exempt employee must select sick leave option 1 or 2, found in Rule 11, Section 4.
- (i) If employee selects Option 1: Employees having accumulated more than the usable balance of sick leave shall be paid for thirty-three and one-third percent (33 1/3%) of the excess leave forfeited on October 1 of each year, and such payment shall be distributed directly into the employee's HRA VEBA account.
- (ii) If employee selects Under-Option 2, found in Rule 11, Section 4, upon retirement, FLSA exempt employees (with the exception of Deputy Fire Chiefs) shall be paid for thirty-five percent (35%) of the employee's banked excess sick leave. Deputy Fire Chiefs shall be paid for forty-one (41%) of employee's banked excess sick leave.
- (c) Compensation/Performance Based Salary Increases:
- (1) All FLSA exempt employees are eligible for a pay increase ranging from 5% to 8% 12 months after their appointment date and annually thereafter based on a performance evaluation from the department head.
- (2) Maximum Salary: FLSA exempt employees' salaries cannot exceed the maximum amount authorized in the currently adopted classification and compensation plan.
- (d) Cost of Living Increases: In addition to performance based salary increases, FLSA exempt employees will receive annual cost of living increase as approved by Council of 2.5%. Cost of living increases will be effective at the beginning of the pay period that includes October 1st.
- (e) Car Assignment: The city administrator will authorize car assignments based upon adopted city policies for vehicle assignment and usage. The FLSA exempt employee must follow all adopted city policies for vehicle usage.
- (g) Additional Benefits: FLSA exempt employees will receive the same VEBA, medical, dental and vision insurance, Social Security (F.I.C.A.), PERSI, life insurance, and long-term disability insurance authorized by the council for the employees represented by LCEA.
- (1) Social Security for Deputy Fire Chiefs: Acknowledging that a referendum was held resulting in the loss of Social Security coverage for the Deputy Fire Chiefs, the City agrees, in lieu of paying Social Security employer contributions, to contribute 6.2% of the Deputy Fire Chiefs compensation into their PERSI Choice plan with a required minimum employee match of 1%. This applies to any compensation that would have otherwise been

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taxable social security wages. If the Social Security tax obligation is, at any time changed for general employees, the City's contribution to the Deputy Fire Chiefs shall also be changed to the then-current Social Security employer rate.

- (2) Administrative On-Call Compensation for Deputy Fire Chiefs: The Fire Chief shall create a quarterly on-call rotating weekly schedule for the Deputy Fire Chiefs. The City agrees to compensate the Deputy Fire Chiefs for a total of one hundred thirty-two (132) hours per fiscal year in recognition of their scheduled on-call service outside of their typical work schedule. The completed annual schedule and hours shall be approved by the Fire Chief and submitted to the Human Resources Director for payment in conjunction with the fire department's annual holiday pay compensation report. If the Deputy Fire Chief does not complete the required on-call hours, compensation will be pro-rated accordingly. Compensation shall be paid on or before December 1st of each year for the entire preceding calendar year. Compensation shall be based on Deputy Fire Chiefs' base hourly rate of pay when work was completed and shall be paid once a year.

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**CITY COUNCIL
STAFF REPORT**

DATE: **SEPTEMBER 19, 2023**

FROM: **RANDY ADAMS, CITY ATTORNEY**

SUBJECT: **EXCHANGE OF REAL PROPERTY**

DECISION POINT: Should Council declare that \$30,000.00 is the value of real property owned by the City for purposes of an exchange with Costco Wholesale Corporation?

HISTORY: There is a small area, roughly triangular in shape, lying between the two entrances to the Costco Wholesale Corporation (“Costco”) parking lot on E. Neider Avenue. (See attached aerial photograph.) It is owned by the City, having been platted with the Carlsen Tracts in September 2003. It is used solely as a swale to collect stormwater from E. Neider Avenue and the Costco lot. Costco uses the swale pursuant to a lease agreement with the City which was entered into on September 19, 2003, with a term of twenty (20) years. The parties originally contemplated an eventual exchange of property so that Costco would own this area. However, an exchange of real property for real property could not be accomplished because Costco could not obtain acceptable property to exchange. In 2022, Costco approached the City about acquiring ownership of the area as the lease was due to expire in September 2023. The City determined that Costco’s acquisition of the area would assist it in the acquisition of the real property needed for the police department expansion. An appraisal was obtained by Costco in January 2023 and determined the value of the area to be \$30,000.00. (See attached excerpt, full appraisal (60 pages) will be provided upon request.)

Pursuant to Idaho Code § 50-1402, when a city desires to exchange real property, council must first declare the value or minimum price it intends to receive. An appraisal is not required, but, as noted above, an appraisal has been obtained. Council must declare the value or minimum price on the record at a council meeting. Thereafter, the city clerk must publish a summary of the action taken by council and set a public hearing at least fourteen (14) days later. After the public hearing, council may exchange the property.

FINANCIAL ANALYSIS: If Council agrees to the exchange, the City will receive \$30,000.00 from Costco, as well as a perpetual easement for the stormwater swale.

PERFORMANCE ANALYSIS: The area in question has no value to the City other than as a stormwater swale for purposes of the collection of stormwater from E. Neider Avenue. The agreement with Costco will preserve this use in perpetuity and consummate the original purpose of the parties to vest ownership of the area in Costco.

DECISION POINT/RECOMMENDATION: Council should declare the value of the area of property to be \$30,000.00 and direct the City Clerk to set a public hearing in no less than fourteen (14) days.



CONCLUSION – OVERALL LARGER PARCEL SITE

After adjustments, the land sales range from \$3.37/SF to \$10.29/SF with an average indication of \$5.63/SF. Land Sale 1 is a high indicator because the buyer had a national tenant in tow and this site is directly anchored by a grocery store. Land Sales 2 and 7 also have higher than appropriate adjusted value rates due to superior corner exposure (Land Sale 2) and direct Interstate 90 frontage (Land Sale 7). Excluding Pending Land Sale 1 and Land Sales 2 and 7, the range narrows from \$3.37/SF to \$5.29/SF with an average indication of \$4.16/SF.

Placing most weight on these sales, Land Sales 3, 4, 5, 6, and 8, and recognizing the subject larger parcel site would be in high demand if offered for sale due to its good location near N Government Way within a neighborhood with limited alternative sites for development, we conclude a land value rate at the upper end of the indicated range set by Land Sales 3, 4, 5, 6, and 8, or between \$4.50/SF to \$5.00/SF, is most strongly supported for the subject site. Applying this value rate range to the entire larger parcel area, we conclude the market value of the entire site as follows:

CONCLUDED ENTIRE PRIMARY COSTCO SITE VALUE				
\$ PSF		Subject SF		Total
\$4.50	x	621,660	=	\$2,797,470
\$5.00	x	621,660	=	\$3,108,300
Indicated Value, Rounded:				\$2,950,000
(Rounded \$ PSF)				\$4.79
Compiled by CBRE				

VALUE CONCLUSION – SUBJECT SWALE SITE

The respective subject swale land value allocation, calculated by applying the concluded value rate range is concluded as follows:

SWALE LAND VALUE ALLOCATION				
\$ PSF		Subject SF		Total
\$4.50	x	6,288	=	\$28,296
\$5.50	x	6,288	=	\$34,584
Indicated Value, Rounded:				\$30,000
(Rounded \$ PSF)				\$4.77
Compiled by CBRE				

Reconciliation of Value

Based on the foregoing, the market value of the subject 6,288-SF swale site has been concluded as follows:

MARKET VALUE CONCLUSION			
Appraisal Premise	Interest Appraised	Date of Value	Value Conclusion
As Is - Land	Fee Simple Estate	December 16, 2022	\$30,000
Compiled by CBRE			

RESOLUTION NO. 23-071

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, DECLARING THAT REAL PROPERTY OWNED BY THE CITY AND ABUTTING 355 E. NEIDER AVENUE, COEUR D'ALENE, IDAHO, IS UNDERUTILIZED AND THAT THE CITY'S FEE INTEREST IN THE PROPERTY SHOULD BE EXCHANGED FOR A PERPETUAL EASEMENT IN THE PROPERTY, TOGETHER WITH A CASH PAYMENT; SETTING THE VALUE OF THE FEE INTEREST IN THE PROPERTY AT THIRTY THOUSAND AND NO/100 DOLLARS (\$30,000.00); AND SETTING A PUBLIC HEARING ON THE INTENT TO EXCHANGE REAL PROPERTY.

WHEREAS, the City Administrator and City Attorney have recommended that the Mayor and City Council of the City of Coeur d'Alene declare that real property owned by the City abutting 355 E. Neider Avenue, Coeur d'Alene, Idaho (Lot 1, Block 2, Clark Addition) (the "Property"), is underutilized by the City, being used solely for the collection of stormwater from E. Neider Avenue; and

WHEREAS, the Property abuts real property owned by Costco Wholesale Corporation ("Costco"), which leases the Property from the City for the collection of stormwater from its property; and

WHEREAS, Costco wishes to purchase the Property in order to improve the usability of its real property while recognizing and accommodating the City's stormwater needs; and

WHEREAS, Costco obtained an appraisal which assessed the value of the Property at Thirty Thousand and no/100 Dollars (\$30,000.00); and

WHEREAS, Costco has agreed to pay the City Thirty Thousand and no/100 Dollars (\$30,000.00) for the Property and will give the City a perpetual easement on the Property for the collection of stormwater from E. Neider Avenue; and

WHEREAS, the exchange of a fee interest in the Property for a perpetual easement in the Property constitutes an exchange as contemplated by Idaho Code § 50-1401; and

WHEREAS, the Council determines that the Property is underutilized by the City based on its location and the use of the adjacent property; and

WHEREAS, the Council has determined that the fair and reasonable value of the Property is Thirty Thousand and no/100 Dollars.

NOW THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the Property owned by the City, abutting 355 E. Neider Avenue and used to collect stormwater from E. Neider Avenue, is underutilized by the City; and

BE IT FURTHER RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the fair and reasonable value of the fee interest in the Property is Thirty Thousand and no/100 Dollars; and

BE IT FURTHER RESOLVED that a public hearing on the intent to exchange real property shall be set for the Regular City Council Meeting on October 17, 2023, at 6:00 p.m., in the Library Community Room, pursuant to Idaho Code § 50-1402;

DATED this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER EVANS	Voted
COUNCIL MEMBER MILLER	Voted
COUNCIL MEMBER GOOKIN	Voted
COUNCIL MEMBER ENGLISH	Voted
COUNCIL MEMBER MCEVERS	Voted
COUNCIL MEMBER WOOD	Voted

_____ was absent. Motion _____.

**CITY COUNCIL MEETING
STAFF REPORT**

DATE: SEPTEMBER 19, 2023

**FROM: STEPHANIE PADILLA, CITY ACCOUNTANT/ARTS
 COMMISSION LIAISON**

**SUBJECT: APPROVAL OF DONATION OF ART TO THE CITY’S PUBLIC
 ART COLLECTION**

DECISION POINT: Should Council accept the donation of an art piece entitled “Unrestrained Force” by artist Breezy Anderson for the City of Coeur d’Alene’s public art collection?

HISTORY: The City of Coeur d’Alene Arts Commission Public Art Policy, adopted by the City Council pursuant to Resolution No. 00-101, on November 2, 1999, amended by Resolution No. 08-017, on April 1, 2008, and amended by Resolution No. 17-027, on May 2, 2017, designates the Coeur d’Alene Arts Commission as the standing committee charged by the City Council to oversee the Public Art program. Oversight responsibilities of the Commission include donations of artwork to the public collection.

The Arts Commission has recently been approached regarding the donation of a public art piece entitled “**Unrestrained Force,**” (see photo attached), which is a 90”x36”x36” mild steel statue by artist Breezy Anderson, valued at \$14,000.

The Arts Commission has reviewed the proposed donation and recommends that it be accepted into the City of Coeur d’Alene’s public art collection.

FINANCIAL ANALYSIS: There is no cost to the City for the art piece.

DECISION POINT/RECOMMENDATION: Council should accept the donation of “**Unrestrained Force,**” an art piece by Breezy Anderson for the City of Coeur d’Alene public art collection.



“Unrestrained Force”

Artist: Breezy Anderson

RESOLUTION NO. 23-072

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ACCEPTING THE DONATION TO THE CITY'S PUBLIC ART COLLECTION OF THE FOLLOWING ARTWORK: "UNRESTRAINED FORCE" BY BREEZY ANDERSON.

WHEREAS, the Arts Commission of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene accept the donation of artwork created by Breezy Anderson to the City's public art collection, pursuant to terms and conditions set forth in the Staff Report, a copy of which is attached hereto as Exhibit "1" and by reference made a part hereof; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to accept the donation.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City accept the donation of the artwork created by Breezy Anderson entitled "Unrestrained Force," pursuant to the terms and conditions set out in the Staff Report, attached hereto as Exhibit "1" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify the terms and conditions of the donation to the extent the substantive provisions of terms and conditions of the donation remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to accept the referenced artwork on behalf of the City.

DATED this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.

PUBLIC HEARINGS

**CITY COUNCIL
STAFF REPORT**

DATE: **SEPTEMBER 19, 2023**

FROM: **STEPHANIE PADILLA, ACCOUNTANT**

SUBJECT: **AMENDMENTS TO THE 2022-2023 FISCAL YEAR APPROPRIATIONS
(BUDGET)**

DECISION POINT:

To approve Council Bill No. 23-1009 to amend the Fiscal Year 2022-23 Budget by a total of \$6,565,144.

HISTORY:

The City Council annually amends the original appropriations ordinance for unanticipated expenditures.

FINANCIAL ANALYSIS:

Idaho code allows the City Council at any time during the current fiscal year to amend the appropriations ordinance to reflect the receipt of revenues and/or the expenditure of funds that were unanticipated when the ordinance was adopted. The City each year adopts an amendment or amendments to the appropriation's ordinance.

PERFORMANCE ANALYSIS:

The budget amendment shows increases in expenditures due to carryovers of projects, state and federal grants received, additional funding received from Kootenai County Emergency Medical Services and miscellaneous additional items. Additional funds to cover the increased expenses in the General Fund consist of \$186,699 of unanticipated revenues, \$303,851 from a transfer from impact fees, and \$3,060,197 from designated fund balance. The majority of the designated fund balance is being amended for the land purchase for the police department expansion, overlay funds carried over from the previous fiscal year, highway user funds and a carryover for the purchase of a dump truck in the street department.

DECISION POINT:

Approve Council Bill No. 23-1009 to amend the Fiscal Year 2022-23 Budget by a total of \$6,565,144.

2022-2023 Budget Amendment

General Fund Additional Expenses

Municipal Service – Short Term Rental Professional Services	\$38,150
Planning – CDA 2030 FY 21-22 Carryover	\$10,000
Fire – Wages for 2 paramedics through KCEMSS	\$160,000
Fire – Marine Facility - Carryover	\$175,000
Police – Vehicle – FY 21-22 Carryover	\$84,000
Police – JAG Grant – Cameras	\$36,000
Police – Land Purchase for expansion	\$1,187,300
Police – Tuition Reimbursement - Per Employee Contract	\$16,000
Streets – Dump Truck	\$241,000

CONTINUED

General Fund Additional Expenses Continued ...	
Streets – Overlay Carryover	\$501,897
Transfer Highway users (designated) – Ramsey Road Project	\$300,000
Transfer Highway users (designated) – 15 th Street Project	\$655,000
ARPA Sub Grant – Homeshare Kootenai County	\$50,000
Parks - Vandalism through out City Parks	\$30,000
Building Inspection – 113 Indiana demolition	\$16,400
CdA Lake Drive – fog seal and signal – designated fund balance ITD	\$50,000

Other Funds - Additional Expenses	
Library – Children’s Area Remodel	\$50,000
Impact Fee Transfer – Marine Facility	\$303,851
Streets Capital Project Fund – 15 th St. Harrison to Best	\$659,000
Streets Capital Project Fund – Ramsey Rd.	\$1,000,000
Wastewater – Dump Truck (carryover)	\$180,536
Harbor Center Repairs	\$30,000
Jewett House – Sewer Line Replacement	\$31,010
Jewett House – Garage Replacement	\$60,000
Parks Capital Improvements – Museum Site	\$700,000

A stack of silver coins is shown on a blue background. The coins are stacked vertically, with the top coin slightly offset. The word "Questions?" is written in a dark blue, sans-serif font over the stack of coins.

Questions?

ORDINANCE NO. _____
COUNCIL BILL NO. 23-1009

AN ORDINANCE AMENDING ORDINANCE 3707, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, APPROPRIATING THE SUM OF ~~\$123,852,624~~ \$130,417,768, WHICH SUM INCLUDES ADDITIONAL MONIES RECEIVED BY THE CITY OF COEUR D’ALENE IN THE SUM OF \$6,565,144; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDE FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED, by the Mayor and City Council of the City of Coeur d’Alene, Kootenai County, Idaho:

Section 1

That Section 1 of Ordinance 3707, Ordinance of the City of Coeur d’Alene, be and the same is hereby amended to read as follows:

That the sum of ~~\$123,852,624~~ \$130,417,768, be and the same is hereby appropriated to defray the necessary expenses and liabilities of the City of Coeur d’Alene, Kootenai County, Idaho, for the fiscal year beginning October 1, 2022.

Section 2

That Section 2 of Ordinance 3707; Ordinances of the City of Coeur d’Alene be and the same is hereby amended to read as follows:

That the objects and purposes for which such appropriations are made are as follows:

	FY 2022-23 BUDGET	FY 2022-23 AMENDED BUDGET
GENERAL FUND EXPENDITURES:		
Mayor and Council	\$259,163	\$259,163
Administration	320,486	320,486
Finance Department	1,398,397	1,398,397
Municipal Services	3,000,885	3,039,035
Human Resources	452,421	452,421
Legal Department	1,361,438	1,361,438
Planning Department	759,266	769,266
Building Maintenance	694,637	694,637
Police Department	22,112,121	23,435,421
Fire Department	13,325,161	13,660,161

General Government	626,300	1,981,300
Streets and Engineering	7,858,838	8,301,735
Parks Department	3,041,376	3,071,376
Recreation Department	815,215	815,215
Building Inspection	1,123,236	1,139,636
TOTAL GENERAL FUND EXPENDITURES:	<u>\$57,148,940</u>	<u>\$60,699,687</u>

	FY 2022-23 BUDGET	FY 2022-23 AMENDED BUDGET
SPECIAL REVENUE FUND EXPENDITURES:		
Library Fund	\$1,948,445	\$1,998,445
Community Development Block Grant	780,243	780,243
Impact Fee Fund	554,446	858,297
Parks Capital Improvements	463,614	1,163,614
Annexation Fee Fund	355,000	355,000
Cemetery Fund	363,711	363,711
Cemetery Perpetual Care Fund	86,000	86,000
Jewett House	139,700	230,710
Reforestation/Street Trees/Community Canopy	120,000	120,000
Public Art Funds	468,500	468,500
TOTAL SPECIAL FUNDS:	<u>\$5,279,659</u>	<u>\$6,424,520</u>

ENTERPRISE FUND EXPENDITURES:		
Street Lighting Fund	\$760,130	\$760,130
Water Fund	14,326,675	14,326,675
Wastewater Fund	23,738,871	23,919,407
Wastewater Property Management		30,000
Water Cap Fee Fund	3,850,000	3,850,000
WWTP Cap Fees Fund	2,777,660	2,777,660
Sanitation Fund	5,520,365	5,520,365
City Parking Fund	1,864,965	1,864,965
Drainage	2,504,858	2,504,858
TOTAL ENTERPRISE EXPENDITURES:	<u>\$55,343,524</u>	<u>\$55,554,060</u>

FIDUCIARY FUNDS:	\$3,492,454	\$3,492,454
CAPITAL PROJECTS FUNDS:	1,707,964	3,366,964
DEBT SERVICE FUNDS:	880,083	880,083
GRAND TOTAL OF ALL EXPENDITURES:	<u>\$123,852,624</u>	<u>\$130,417,768</u>

Section 3

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 4

This ordinance shall take effect and be in full force upon its passage, approval and publication in one (1) issue of the Coeur d'Alene Press, a newspaper of general circulation published within the City of Coeur d'Alene and the official newspaper thereof.

APPROVED by this Mayor this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D' ALENE ORDINANCE NO. _____

ANNUAL APPROPRIATION AMENDMENT FOR FISCAL YEAR 2022 - 2023

AN ORDINANCE AMENDING ORDINANCE 3707, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, APPROPRIATING THE SUM OF ~~\$123,852,624~~ \$130,417,768, WHICH SUM INCLUDES ADDITIONAL MONIES RECEIVED BY THE CITY OF COEUR D'ALENE IN THE SUM OF \$6,565,144; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING A SEVERABILITY CLAUSE. THE ORDINANCE SHALL BE EFFECTIVE UPON PUBLICATION OF THIS SUMMARY. THE FULL TEXT OF THE SUMMARIZED ORDINANCE NO. IS AVAILABLE AT COEUR D'ALENE CITY HALL, 710 E. MULLAN AVENUE, COEUR D'ALENE, IDAHO 83814 IN THE OFFICE OF THE CITY CLERK.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, Annual Appropriation Amendment for Fiscal Year 2022 - 2023, and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 19th day of September, 2023.

Randall R. Adams, City Attorney

CITY COUNCIL MEETING STAFF REPORT

DATE: SEPTEMBER 19, 2023

FROM: DENNIS J. GRANT, ENGINEERING PROJECT MANAGER

SUBJECT: V-23-01, VACATION OF A PORTION OF N. 4TH STREET RIGHT-OF-WAY ADJOINING THE WESTERLY BOUNDARY OF LOTS 15-16, BLOCK 44 OF THE AMENDED PLAT OF SIMMS ADDITION TO THE CITY OF COEUR D'ALENE.

DECISION POINT:

The applicant, George Lawrence IV on behalf of John Esco, property owner, is requesting the vacation of a portion of N. 4th Street right-of-way that adjoins the westerly boundary of the property on the southeast corner of 4th Street and Locust Avenue (1830 N. 4th Street).

HISTORY:

The requested right-of-way was originally dedicated to the City of Coeur d'Alene in the Amended Plat of Simms Addition in 1905.

FINANCIAL ANALYSIS:

The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 1090 square feet to the County tax roll. Although a minor amount, it would be a benefit to the municipality as tax revenue and to the land owner whose lot adjoins the strip of usable property.

PERFORMANCE ANALYSIS:

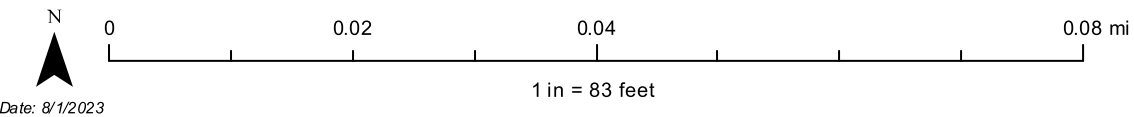
The purpose of this request is to vacate a 10' foot strip of 4th Street right-of-way that adjoins the westerly boundary of the abutting property. 4th Street is developed to its ultimate width in this location and the additional right-of-way can be incorporated into the development of the adjoining property. In addition, the right-of-way width to the north of this property is narrower, preventing future widening without acquisition of additional right-of-way. The right-of-way to the south of the proposed vacation, on the existing block, was vacated in November of 2020. All utilities are existing and in place, and there is no foreseeable use for the additional right-of-way. The Development Review Team was informed about this vacation.

RECOMMENDATION:

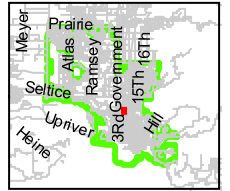
City Council should approve the vacation action per Idaho Code Section 50-1306 and to vacate the property to the applicant, George Lawrence IV on behalf of John Esco, property owner.

PROPOSED RW VACATION

PROPO



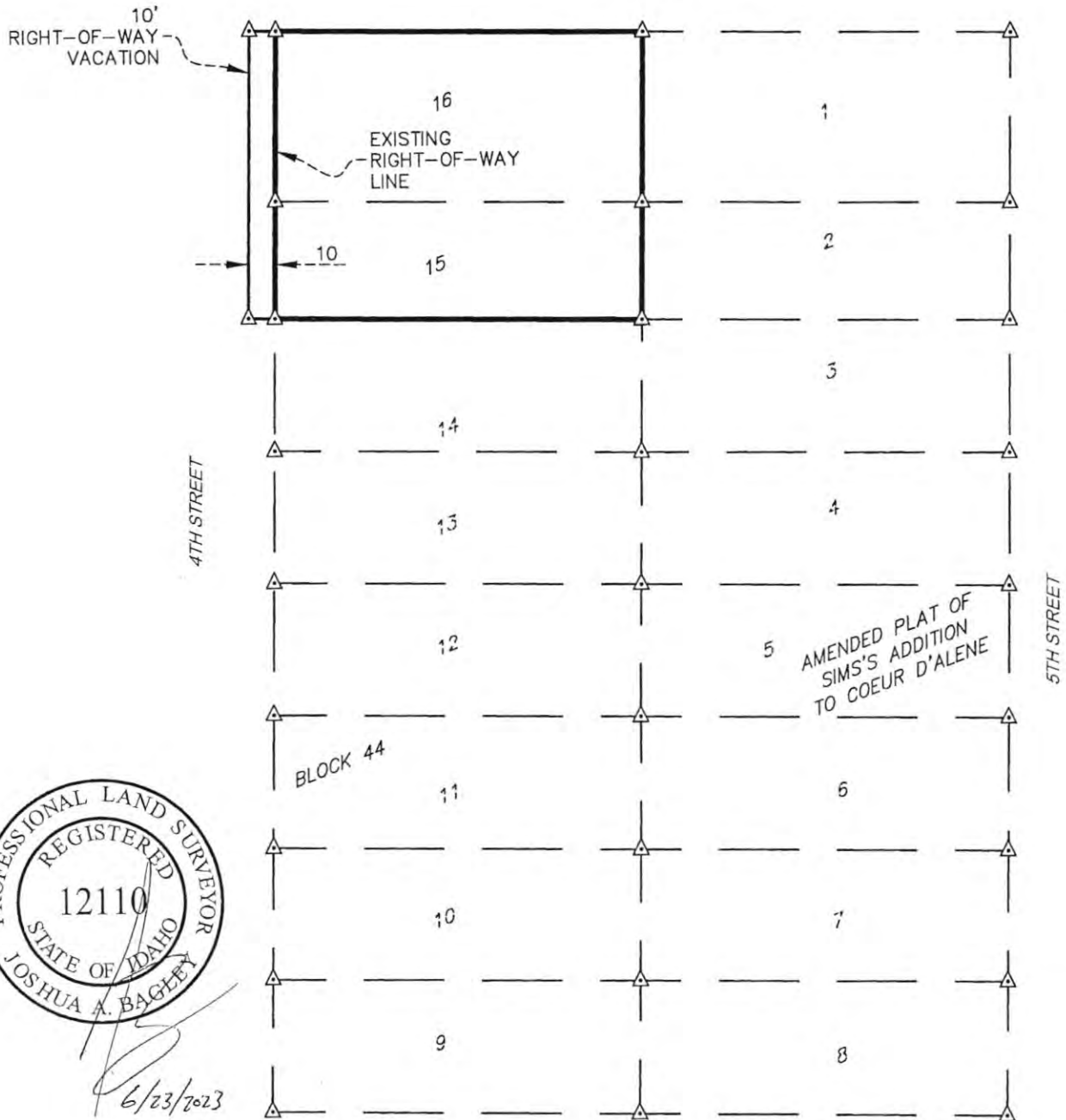
Date: 8/1/2023



DATE
6/23/2023
JOB #
2023-151



LOCUST AVENUE



6/23/2023

LINE TABLE

POPLAR AVENUE

LINE	BEARING	DISTANCE
L1	S 00°57'25" W	108.94
L2	N 89°04'07" W	10.00
L3	S 89°05'57" E	10.00



RIGHT-OF-WAY VACATION

KOOTENAI COUNTY, IDAHO



ORDINANCE NO. _____
COUNCIL BILL NO. 23-1010

AN ORDINANCE OF THE CITY OF COEUR D’ALENE, VACATING A PORTION OF THE N. 4TH STREET RIGHT-OF-WAY IN THE AMENDED PLAT OF SIMMS ADDITION, RECORDED IN BOOK B OF PLATS ON PAGE 57 RECORDED AS PLAT NUMBER 57, RECORDS OF KOOTENAI COUNTY, COEUR D’ALENE, IDAHO, GENERALLY DESCRIBED AS THAT TEN FOOT (10’) STRIP ADJOINING THE WESTERLY BOUNDARY OF LOTS 15-16, BLOCK 44 OF SAID PLAT COMMONLY KNOWN AS 1830 N. 4TH STREET; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

WHEREAS, after public hearing, the City Council finds it to be in the best interests of the City of Coeur d’Alene and the citizens thereof that said portion of right-of-way be vacated.

NOW, THEREFORE,

BE IT ORDAINED by the Mayor and City Council of the City of Coeur d’Alene:

SECTION 1. That the following described property, to wit:

Legal Description and Drawing, attached as Exhibits “A” & “B”

be and the same is hereby vacated.

SECTION 2. That said vacated right-of-way shall revert to the adjoining property owner to the east.

SECTION 3. That the existing right-of-way, easements, and franchise rights of any lot owners, public utility, or the City of Coeur d’Alene shall not be impaired by this vacation, as provided by law, and that the adjoining property owners shall in no manner place any obstruction over any public utilities.

SECTION 4. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5. After its passage and adoption, a summary of this Ordinance, under the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Coeur d’Alene, and upon such publication shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an ordinance of the City of Coeur d’ Alene at a regular session of the City Council on September 19, 2023.

APPROVED by the Mayor this 19th day of September, 2023.

James Hammond, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO. _____
V-23-01, N. 4TH STREET RIGHT-OF-WAY VACATION

The City of Coeur d'Alene, Idaho hereby gives notice of the adoption of Coeur d'Alene Ordinance No. _____, vacating N. 4th Street right-of-way.

Such right-of-way is more particularly described as follows:

Legal description and drawing, attached as Exhibits "A" & "B",
are on file in the City Clerk's office

The ordinance further provides that the ordinance shall be effective upon publication of this summary. The full text of the summarized Ordinance No. _____ is available at Coeur d'Alene City Hall, 710 E. Mullan Avenue, Coeur d'Alene, Idaho 83814 in the office of the City Clerk.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, V-23-01, N. 4th Street right-of-way vacation and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 19th day of September, 2023.

Randall R. Adams, City Attorney

**Right-of-Way Vacation
Exhibit "A"
Legal Description**

A parcel of land located Southwest Quarter of Section 12, Township 50 North, Range 4 West, Boise Meridian, Kootenai County, Idaho, more particularly described as follows:

The East 10 feet of the 4th Street right-of-way, adjacent to Lots 15 and 16, Block 44, AMENDED PLAT OF SIM'S ADDITION TO COEUR D'ALENE, as recorded in Book "B" of Plats, at Page 57, records of Kootenai County, Idaho.

Containing 1,089 square feet or 0.025 acres, more or less.

SUBJECT TO:

Existing rights-of-way and easements of record and or appearing on said above described parcel.



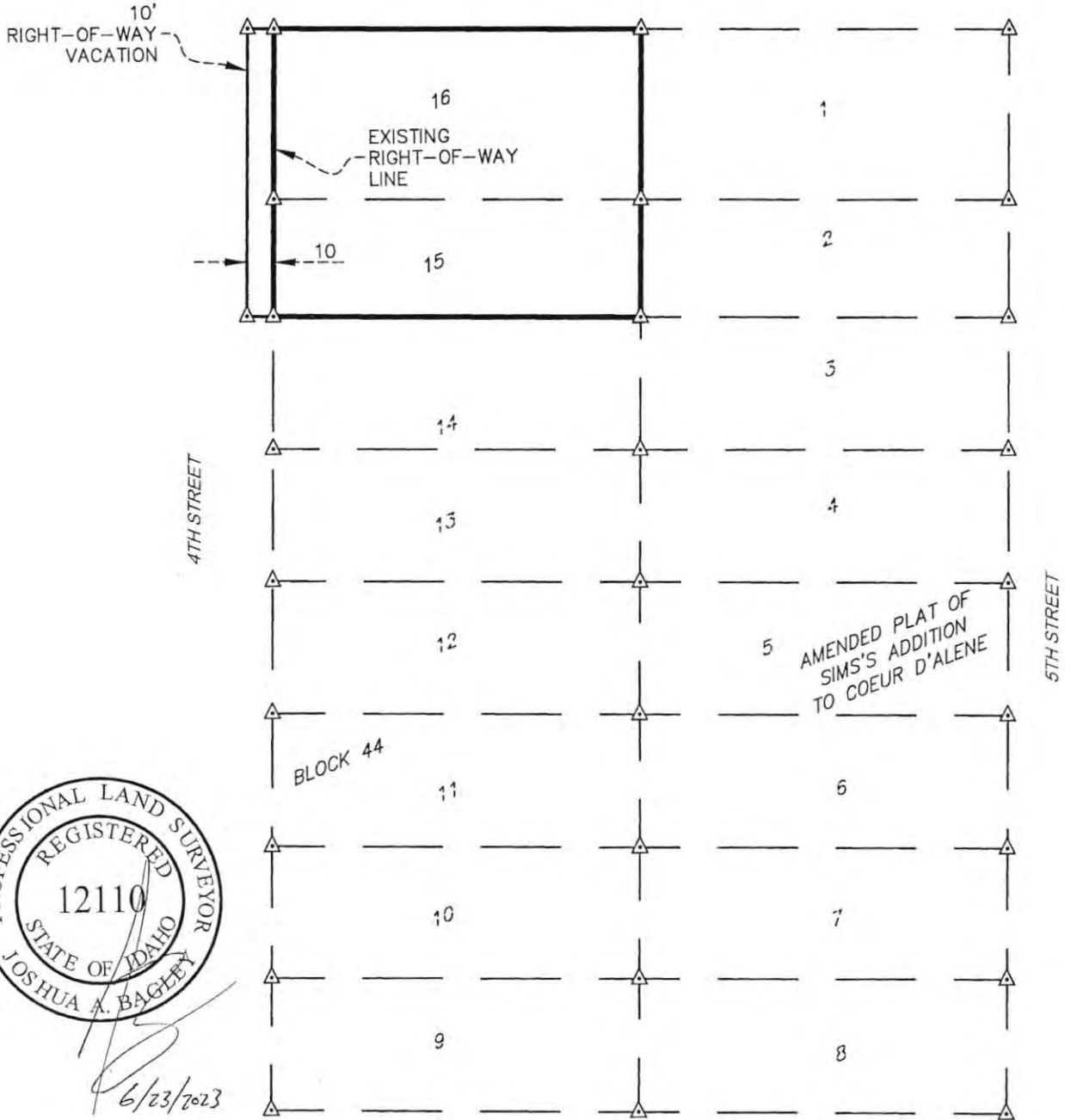
[Handwritten Signature]
6/23/2023

DATE
6/23/2023
JOB #
2023-151

EXHIBIT 'B'



LOCUST AVENUE



6/23/2023

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RIGHT-OF-WAY VACATION

KOOTENAI COUNTY, IDAHO

